

UNAPPROVED

MINUTES  
COURTLAND TOWNSHIP  
REGULAR BOARD MEETING  
March 13, 2024 - 7:00 p.m.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

The meeting was called to order at 7:00 p.m. by Supervisor McConnon.

ROLL CALL:

Board Members present: Andersen, Brown, Frandsen, Hartman, McConnon and Porter.

Members absent: McIntyre

Also present: Fire Chief, Steve Mojzuk, and 5 spectators.

APPROVAL OF AGENDA:

Approval of agenda – Agenda amended by McConnon to add item E. Softball Fence to New Business. A motion by Porter, Andersen seconded to approve the agenda, as amended. All yes, motion carried.

PUBLIC COMMENT:

A resident commented that \$4 million dollars is a large fund balance to maintain when only a 3–6 month cash reserve is really necessary in his opinion. He suggested using part of the fund balance to keep the fire millage at the current level instead of asking residents for an increase.

PUBLIC BUDGET HEARING: FISCAL YEAR 2024-25

Moved by Andersen, seconded by Frandsen to open the Public Hearing. All yes, motion carried. Hearing was opened to questions from attendees. None were presented. Public Hearing was closed.

Discussion was held on the Fiscal Year 2024-2025 budgets presented: A motion was made by Porter, seconded by Frandsen, to approve the proposed budget items A.-D., General Fund, Fire Fund, Sewer Fund and Special Assessment-Lakes. All yes, motion carried.

A motion was made by Frandsen, seconded by Andersen, to approve Resolution 2024-06, Township Board Salary Schedule. All yes, motion carried.

APPROVAL OF CONSENT AGENDA:

Consent Agenda- A motion by Brown, Andersen seconded to approve the consent agenda.

Roll call vote; All yes; motion carried.

Approval of Minutes: Regular Board meeting February 14, 2024.

Treasurer's Report: Approval of bills for payment- General, Sewer, Lake, and Fire Funds. All yes, motion carried.

STANDING REPORTS:

**Kent County Sheriff** - Lt. Cammenga reported 30 fewer responses for traffic accidents, mostly due to improved weather driving conditions. Two OWI were cited and an increase in car break-ins with one vehicle stolen. Courtland Township accounted for 34% of calls and Algoma accounted for 66% of calls.

**Supervisor's Report/ Building Permits/NKSA, GVMC and GGTC –**

NKSA: Truck was purchased at the last meeting.

GVMC: Approved budget for coming year.

GGTC: No meeting was held.

**Rockford Area Community Endowment:** Name has been changed to Rockford Area Community Endowment Foundation and two new board members were added. The April meeting will be at Courtland Township.

**Courtland Township Park & Trails:** New playground equipment has been purchased. Installation is set to begin April 29 and expected to be completed before Memorial Day. Bids for Annis Fish Hatchery Preserve boardwalk will be going out April 8. Boulders are being moved to make the trail open to foot traffic only and improvements to the Artesian well were discussed. A local Scout troop will be helping with a park clean-up project.

**Fire Chief's Report:** Number of calls for February was 28. (Full report included in Board Packet) New hire on agenda will bring the total number of firefighters to 18.

**Zoning Board of Appeals:** Met last week to consider a variance for a property on JeNeBe, new construction, granted variance for set back on the lake side, variance request for garage was tabled.

**Planning Commission Report:** Meeting in April, Pine River Condos on the agenda

**OLD BUSINESS:**

- A. Township Sign Proposal- Moved to accept the Postma Sign bid for 3 signs, not to exceed \$10,000. Moved by Andersen, seconded by Porter. All yes, motion carried.

**NEW BUSINESS:**

- A. New Hire- Motion to hire Isaac Slagel as new firefighter was made by Porter, seconded by Brown. All yes, motion carried.
- B. Cemetery Lawn Care- Motion to accept the bid from O'Dowd Landscaping for Cemetery Lawn Care, made by Hartman, seconded by Frandsen. Yes: Frandsen, Brown, Hartman, Andersen, McConnon, No: Porter. Motion carried.  
Motion to accept the bid from O'Dowd Landscaping to provide all stated lawn care services for Township Offices, Fire Station 1 and 2, made by Hartman, seconded by Frandsen. All yes, motion carried.
- C. Fee Schedule- No Changes were made to the Fee Schedule. Prices for burials are set by Venman's, so those fees are at their discretion.
- D. Pricing for Cemetery Lots- Motion was made to increase the price of cemetery lots to \$200 for residents and \$400 for non-residents by Porter, seconded by Andersen. Yes: Porter, Brown. Hartman, Andersen, McConnon, No: Frandsen. Motion carried.
- E. Softball Fence- Motion to table Item E, bids for the Softball Fence, by Andersen, seconded by Brown. All yes, motion carried.

**PUBLIC COMMENT:**

Fire Chief thanked the board members for their support of the Fire Department.

**BOARD MEMBER COMMENTS:**

None

Next Regular Board Meeting will be April 10, 2024, at 7:00 PM.

ADJOURNMENT:

With no further business the board meeting was adjourned at 9:10 PM.

Respectfully submitted,

Dated: \_\_\_\_\_

\_\_\_\_\_  
Susan K. Hartman, Clerk

Dated: \_\_\_\_\_

\_\_\_\_\_  
Matt McConnon, Supervisor