

1. The meeting was called to order at 7:00 PM by Supervisor Krygier. Members present: Andersen, Brown, Frandsen, McConnon, McIntyre, Mojzuk, and Krygier. Members absent: none. Also present: Chief Mojzuk & 11 spectators.
2. Public Comment: None.
3. Public Hearing: Supervisor Krygier opened up the Public Hearing at 7:04 PM regarding Community Development Block Grant Funding for Hope Network/North Kent Transit and other possible uses allowed for 2019, Resolution 2018-18 Authorizing Acceptance of CDBGF from Kent County. Motion by McIntyre, Mojzuk supported to approve Resolution 2018-18. All yes. CARRIED.
4. Approval of Agenda- Motion by McConnon, McIntyre supported, to approve Agenda. All yes. CARRIED.
5. Consent Agenda- with the exception of Approval of bills for payment- General, Sewer, and Fire Funds. Motion by McIntyre, McConnon supported. All yes. CARRIED.
 - a. Approval of Minutes/ October 3, 2018 Regular Board Meeting.
 - b. Treasurer's Report. Approval of bills was discussed later under new business with budget amendments.
6. Supervisor's Report/Building Permits/Board Member Reports: There were 4 new homes and no new modular for the month of October. Making a year to date total of 30 new residences and 22 modular. In comparison to 2017, we had 30 new homes and 42 new modular. NKSA- Main-Tech bill for work done in October was \$8,242.40. Krygier and McConnon both attended the NKSA meeting. At the meeting they set their new budget. It was decided there would be no increase for service for the New Year. GVMC- Krygier reported there will be no November meeting. Rockford Community Endowment: Andersen reported at their October meeting they had discussion on their banquet which will be held at the Rockford Sportsman's Club on May 3, 2019. They are still looking for Recommendations for Pillars of Honor. If you know of anyone that is worthy to be nominated please submit their name and a brief letter about that person to the City of Rockford Office. CS Area Park & Rec- They are in the process to change their name so it will be more user friendly to the North Kent County area. Their new budget may require a request for additional financial support from the townships who are apart of CS Area Park & Rec. Courtland Park/Trails Report- Krygier reported that the cracks in the asphalt on the trail behind the Township Office and Fire Station #1 have been filled with pea gravel and then resealed. Work was done by A-1 Asphalt at the cost of \$934.00. Frandsen asked Krygier about the pothole on the cemetery driveway that we have received complaints about. Krygier said that may have to be temporary filled with hot patch. We are unsure if it is too late in the season to do that. If it isn't taken care of this Fall it will be addressed when Spring arrives.
7. Fire Chief's Report: Chief Mojzuk reported 20 calls from September 30, 2018 to October 31, 2018. The year total is 340 which is 36 calls over one call a day. I have a new cost recover ordinance I would like to be looked at and approved by the township board. This should cover any hazardous conditions that we could be on for a lengthy time. It is to help reimburse our payroll and fuel cost. We have come up with a new patch for our Fire Department. Thanks to Sam & Rob Pastoor, Matt Holton, Gabe Skelonc, & Michele Mojzuk for collaborating on the design. Chief Mojzuk showed a copy of the new patch on the overhead at the Board Meeting. Halloween Open House at Station 2 on October 31st was once again a hit! 12 gallons of cider and 1300 pieces of candy. Santa, (aka Ray Dauchy) will be going with us to the three AFC homes on December 8th to hand out fruit baskets. He also will be at Station 1 for pictures with children beginning at 1 PM.
8. Zoning Board of Appeals Report: McIntyre reported no November meeting but it's possible they maybe scheduling a December meeting.
9. Planning Commission Report: McConnon reported no meeting for October.
10. Old Business:
 - A. Short Term Rentals: Motion by McConnon, Andersen supported, that the Township Supervisor, in conjunction with the Township attorney, is hereby authorized and directed to file injunction proceedings in Circuit Court against parties renting out residential properties on less than a month to month basis, except for any properties determined by the Zoning Administrator to have lawful nonconforming use status. Roll call vote as follows: McConnon, yes; Andersen, yes; Frandsen, yes; Krygier, yes; Brown, yes; McIntyre, yes; & Mojzuk abstained.

11. New Business:

- A. Electrical Permits- Solar Systems- Casey Kalee shared with the board the new revised application as of 10/3/18 for Electrical Permits for Courtland Township. Solar System units up to 20 K.V.A./H.P. fee is \$6.00. Units 21 to 50 K.V.A./H.P. fee is \$10.00 and units 51 K.V.A./H.P. & over fee is \$12.00. Motion by Krygier, McConnon supported. All yes. CARRIED. Assessor Jane Kolbe shared with the board that Solar Panels are considered "Real Property" which carry an assessed value. Kolbe thinks this would be good information to share with the property owner.
- B. Fire & Emergency Service Charges Ordinance No. 2018-03Z: Motion by Brown, Andersen supported, to adopt Fire & Emergency Service Charges Ordinance No. 2018-03Z as amended to add language to repeal any ordinance(s) in conflict with this ordinance and to renumber the ordinance in order to match the necessary numbering to be included in the Ordinance Code Book. Amended Ordinance language to be prepared by the Township attorney for publication. All yes. CARRIED.
- C. KDL Expansion- Letter of Intent: McConnon asked the question if Courtland Township can withdraw our commitment at any time. Andersen shared her concerns that hopefully Courtland Township would never withdraw our support from the KDL Krause Library. Motion by Andersen, Brown supported, to approve Letter of Intent between the City of Rockford, Algoma Township, Cannon Township, & Courtland Township regarding Kent District Library for the Krause Memorial Library. All yes. CARRIED.
- D. Budget Amendment: Elections-Hourly/Training & Supplies/Postage: Frandsen shared with the board that because of all the labor hours that are involved with absentee ballot applications, issuing of absentee ballots, and processing of returned absentee ballots, she feels that it would be appropriate to create a new line item under the Clerk's Budget designated for all of the hours involved with absentee ballots. After much discussion Krygier made motion, Brown supported, to amend the 2018-19 General Fund Budget for an additional \$3,500.00 to be allocated to Elections: Hourly/Training & Supplies/Postage. Deputy Clerk to update the General Ledger to have her payroll come out of Deputy Clerk account #, except for hours put in only on day of election for August & November, 2018 that can go on to Elections: Hourly/ Training. Also to approve the October bills for payment for the General, Fire, and Sewer funds. Roll call vote: Krygier, yes; McConnon, yes; Andersen, yes; Frandsen, no; Brown, yes; McIntyre, yes; Mojzuk, yes. CARRIED. After voting was complete Frandsen reiterated her feelings about creating a new line item for the next Fiscal Year Budget with regard to Absentee Ballots.

12. Public Comments: Dan Davis shared his concerns about the Letter of Intent with KDL Krause Library. He is wondering if our residents will be seeing an additional millage to cover the cost of the Library expansion on our property tax bills. Krygier did share that the KDL Krause Library is planning to pursue grants for funding. Daniel Gless shared his concerns about the trees on 11 Mile Rd east of Myers Lake Ave. He feels the trees need to be cut back. Krygier stated he would contact the Kent County Road Commission so they can assess the situation. Lori Hemholdt asked about the Short Term Rental options that were discussed at the October General Board Meeting. She was wondering if the options were still being considered. Township attorney Jim Scales addressed and updated Lori per his letter that he created regarding Short Term Rentals. Lorraine Nykun inquired about the signage for the boat launch on Brower Lake. Krygier suggested that she speak with the Brower Lake Association. Public Comment was closed at 8:10 PM.

13. Board Member Comments: Andersen shared her concerns about all the signage on the corner of Myers Lake Ave and 10 Mile Rd, specifically the northwest corner of the intersection. She mentioned there are old garage sale signs that date back to this past summer for instance Russet Acres garage sale. She shared it is unsightly to have these old signs cluttering our intersections. Supervisor Krygier thanked the Board Members for their support since he was appointed. He shared his well wishes to Matt McConnon when Matt steps into the role of Supervisor on November 20th 2018.

14. The meeting was adjourned at 8:20 PM.

Respectfully submitted,

Sandy Frandsen, Clerk

Receipt #	Date	Cashier	Wkstn	Received Of	Amour
C	13049	10/03/2018	ANDREA	IMPERIAL MUNICIPAL SERVICES	554.30
C	13050	10/03/2018	ANDREA	OAKS OF ROCKFORD	384.00
C	13051	10/03/2018	ANDREA	WILLIAM MASON	100.00
C	13052	10/04/2018	ANDREA	Bliss-Witters & Pike	455.00
C	13053	10/04/2018	ANDREA	JAMES GRYKA	300.00
C	13054	10/10/2018	ANDREA	PEDERSON FUNERAL HOME	250.00
V	13055	10/10/2018	ANDREA	*** VOID *** NEED MORE INFO	0.00
C	13056	10/10/2018	ANDREA	PEDERSON FUNERAL HOME	390.00
C	13057	10/11/2018	ANDREA	DEER TRACKS JUNCTION	45.00
C	13058	10/11/2018	ANDREA	KENT COUNTY FIRE CHIEFS ASSOCIATION	100.00
C	13059	10/17/2018	ANDREA	ACE PYRO LLC	200.00
C	13060	10/17/2018	ANDREA	ACE PYRO LLC	150.00
C	13061	10/17/2018	ANDREA	BECKY SIMKINS	100.00
C	13062	10/17/2018	ANDREA	PEDERSON FUNERAL HOME	490.00
C	13063	10/17/2018	ANDREA	PEDERSON FUNERAL HOME	350.00
C	13064	10/17/2018	ANDREA	PEDERSON FUNERAL HOME	390.00
C	13065	10/18/2018	ANDREA	MERADELL EBERLEIN	150.00
C	13066	10/24/2018	ANDREA	MICHIGAN MUNICIPLE TREASURERS ASSOC	280.00
C	13067	10/24/2018	ANDREA	BARBARA FLATER	100.00
C	13068	10/24/2018	ANDREA	SARA LARSEN	100.00
C	13069	10/29/2018	ANDREA	CORNELIUS KALEE	3,040.00
C	13070	10/31/2018	ANDREA	LEHMAN'S AUTO	25.00
C	13071	10/31/2018	ANDREA	PEDERSON FUNERAL HOME	455.00
C	13072	10/31/2018	ANDREA	FIRE FUND	5,988.26
C	13073	10/31/2018	ANDREA	SEWER FUND	568.44
C	13074	10/31/2018	ANDREA	OAKS OF ROCKFORD	387.00
C	13075	10/31/2018	ANDREA	CHARTER COMMUNICATIONS	325.63
				Total of 27 Receipts	15,677.63

*** TOTAL BY GL DISTRIBUTION ***

101-000-08400	DUE FROM OTHER FUNDS	6,556.70
101-000-23000	DUE TO COUNTY MHC TAXES	257.00
101-000-43000	MHC TAXES	514.00
101-000-47400	ATT FRANCHISE FEE	325.63
101-000-47700	BUILDING PERMITS	327.60
101-000-47800	ELECTRICAL PERMITS	3,040.00
101-000-47900	PLUMBING PERMITS	124.70
101-000-48000	MECHANICAL PERMITS	147.00
101-000-63400	GRAVE OPENINGS	2,330.00
101-000-64300	SALE OF CEMETERY LOT	900.00
101-000-66700	RENT	400.00
101-000-67100	MISCELLANEOUS	225.00
101-253-87000	MILEAGE & TRAVEL	280.00
206-336-70500	SALARY-FIRE PERSON	100.00
206-336-77100	FUEL (EQUIPMENT)	50.00
206-336-95901	EDUCATION-CHIEF	100.00
TOTAL - ALL GL NUMBERS:		15,677.63

*** TOTAL BY FUND ***

101	GENERAL FUND	15,427.63
206	FIRE DEPT FUND	250.00
TOTAL - ALL FUNDS:		15,677.63

Check Date	Check	Vendor Name	Amount
Bank GENF GENERAL FUND			
10/04/2018	27879	KENT CO. ROAD COMMISSION	2,384.78
10/04/2018	27880	KENT COUNTY DRAIN COMMISSIONER	3,966.87
10/11/2018	27881	CEDAR SPRINGS POST	264.00
10/11/2018	27882	CONSUMERS ENERGY	494.14
10/11/2018	27883	GRAND VALLEY METRO COUNCIL	3,240.00
10/11/2018	27884	KENT COUNTY HEALTH DEPT.	16.00
10/11/2018	27885	KENT COUNTY TREASURER	320.00
10/11/2018	27886	MICHIGAN ASSOCIATION OF MUNICIPAL C	120.00
10/11/2018	27887	PETERSEN OIL CO., INC.	165.36
10/18/2018	27888	AT&T	1,092.22
10/18/2018	27889	PROGRESSIVE AE	950.00
10/24/2018	27890	CONSUMERS ENERGY	438.24
10/24/2018	27891	FLEIS & VANDENBRINK ENG., INC.	550.00
10/24/2018	27892	KENT COUNTY TREASURER'S ASSOCIATION	25.00
10/24/2018	27893	ROCKFORD ACE	11.96
10/24/2018	27894	ROCKFORD SQUIRE NEWSPAPER	287.00
10/24/2018	27895	US BANK EQUIPMENT FINANCE	245.59
10/24/2018	27896	ACE PYRO LLC	200.00
10/31/2018	27902	ARROW SWIFT PRINTING	68.95
10/31/2018	27903	AT&T	1,028.74
10/31/2018	27904	BETH MORGAN	8.94
10/31/2018	27905	CEDAR SPRINGS MILL & SUPPLY, INC.	690.00
10/31/2018	27906	KENT COUNTY TREASURER	322.50
10/31/2018	27907	MIKA MEYERS BECKETT & JONES PLC	3,196.00
10/31/2018	27908	VENMAN'S LANDSCAPE SERV.	2,888.00
10/31/2018	27909	WILLIAMS & WORKS	472.32

GENF TOTALS:

Total of 26 Checks:	23,446.61
Less 0 Void Checks:	0.00
Total of 26 Disbursements:	<u>23,446.61</u>

Check Date	Check	Vendor Name	Amount
Bank FIREF FIRE FUND			
10/04/2018	4614	ROCKFORD ACE	13.87
10/11/2018	4615	CONSUMERS ENERGY	26.02
10/11/2018	4616	DTE ENERGY	35.90
10/11/2018	4617	PETERSEN OIL CO., INC.	189.52
10/11/2018	4618	K.C.E.M.S.	249.08
10/11/2018	4619	WEX BANK	672.35
10/18/2018	4620	POSITIVE PROMOTIONS INC	607.75
10/18/2018	4621	WATER SUPPLY INNOVATIONS LLC	1,312.50
10/24/2018	4622	CONSUMERS ENERGY	235.41
10/24/2018	4623	FIRST BANKCARD	97.51
10/24/2018	4624	FLEIS & VANDENBRINK ENG., INC.	1,650.00
10/24/2018	4625	ACE PYRO LLC	150.00
10/29/2018	4626	COURTLAND TOWNSHIP	5,988.26
10/31/2018	4627	MICHIGAN ASSOC OF FIRE CHIEFS	245.00
10/31/2018	4628	NYE UNIFORM COMPANY	38.85
10/31/2018	4629	PHIL SCHEER	30.00
10/31/2018	4630	AUTO-WARES GROUP	66.40

FIREF TOTALS:

Total of 17 Checks:	11,608.42
Less 0 Void Checks:	0.00
Total of 17 Disbursements:	11,608.42