

1. The meeting was called to order at 7:00 P.M. by Supervisor James McIntyre. Members present: Andersen, Brown, Crosby, Davis, Krygier, McIntyre and Porter. Members absent: None. Also present: Township Attorney James Scales and ten spectators.
2. Public Comment: None.
3. Motion by Davis, Krygier supported, to approve the agenda, moving item 9 to item 3A. CARRIED.
- 3.A. Dave Johnson and Rick Stout from Fleis & VandenBrink Engineering presented their proposal to provide professional services for a 5-year park and recreation plan for the township, outlining the necessary steps in creating and adopting a plan to submit to the DNR by March 1, 2006. The 5-year plan is necessary to apply for state grant money, deadline for which is April 1, 2006. Motion by Crosby, Andersen supported, to accept the proposal from Fleis & VandenBrink, budgeted at \$6,000.00, for the township park and recreation plan. CARRIED.
4. Consent Agenda: Motion by Crosby, Krygier supported, to approve the Consent Agenda. CARRIED.
 - A. Approval of Minutes – November 2, 2005 Regular & Special Board meetings.
 - B. Treasurer's Report /Approval of bills for payment – General Fund, Sewer, and Fire Department.
5. Supervisor's Report/Building Permits/Correspondence: Building permits were issued in November for one new residence @ \$221,000.00. The 2005 total is down 27 from last year. Upcoming meetings: KCRC will hold an informational meeting at the township hall on December 15 regarding paving Indian Lakes Rd. in 2006. The public hearing will be held on January 10 at the Road Commission building. McIntyre received a letter from the Big Brower Lake Association asking the township to pursue an ordinance banning bubblers on the lake. The Board would like to have a petition from lake residents showing the support of the majority for such an ordinance.
6. Zoning Board of Appeals: No meeting in November, no requests for December.
7. Planning Commission Report: Jerry Davis reported that the Planning Commission recommended approval of the preliminary (sketch) plan for Hagen Gorge Estates (Courtland Dr.), and also the special land use for a private street for the development. Mike Berg of Dykema Excavating gave a summary of the site plan, stating that this was essentially the same request that was previously approved by the Township Board in 2003, updated to meet current zoning requirements. The time limit to begin the project had expired, making another public hearing necessary. Porter questioned the request for a private road since our ordinance requires public roads in new developments. Berg explained that the Road Commission would not accept a street longer than 800 feet with a cul-de-sac, that there is no other outlet available for the street, and therefore a cul-de-sac is necessary. Earl Hull (Courtland Dr.) asked that the neighbors be notified when the final site plan is brought before the Planning Commission.

Motion by Porter, Davis supported, to approve the sketch plan for Hagen Gorge Estates, notifying the neighbors of the final site plan review, and recommending 911 address signs for each homesite. CARRIED. Motion by Krygier, Brown supported, to approve the Special Land Use for a private street in the Hagen Gorge development. CARRIED.

The Planning Commission recommended approval of the zoning ordinance amendments regarding driveways and easements. Attorney Scales explained the proposed amendments. After some discussion and questions, Krygier moved, supported by Porter, to send the amendments back to the Planning Commission for consideration of some suggestions made by the Board. CARRIED.

Mary Ann Andersen, Colleen Brown, Jerry Davis and Matt McConnen interviewed planning consultants from Mainstreet Planning and Williams & Works for services related to updating the township's Master Plan. Andersen and McConnen followed up by talking to communities who had worked with the candidates. Based on the interviews and the follow-ups, Andersen and McConnen recommended hiring Jay Kilpatrick of Williams & Works. Motion by Andersen, Brown supported, to employ Jay Kilpatrick of Williams & Works to do the Master Plan update. CARRIED.
8. Fire Board Report: Chief Davis reported that there were 18 runs in November. The computer purchased with Homeland Security funds through Kent County Emergency Management has been installed in the rescue truck. All radios have been updated to include a statewide emergency channel which allows all police and fire departments to be in contact during emergencies. The Courtland and Oakfield firefighters will again be playing Santa at local foster care homes.
9. Courtland Township Park – Grant Information: moved to item 3.A.

10. Sewer Ordinance Amendments: Ordinance No. 05-06 to Implement NKSA Joint System Connection Fee; Resolution No. 2005-26 to Establish Fees and Charges. This amendment and resolution allow for the implementation of the NKSA \$2700.00 connection fee which takes effect on December 15, 2005. Motion by Krygier, Brown supported, to adopt Ordinance No. 05-06. POLLED VOTE: YES – ALL. Motion by Krygier, Crosby supported, to adopt Resolution No. 2005-26. POLLED VOTE: YES – ALL.

11. Resolution No. 2005-27: Social Security Number Privacy Policy. This is required as a result of the Social Security Privacy Act which took effect March 1, 2005. Motion by Porter, Andersen supported, to adopt Resolution No. 2005-27. POLLED VOTE: YES – ALL.

12. Industrial Pre-Treatment Ordinance No. 05-07. This replaces our previous ordinance and ensures that the City of Grand Rapids can comply with state and federal regulations. The township does not currently have any customers who release industrial wastes into the sewer system. Motion by Davis, Andersen supported, to adopt Ordinance No. 05-07. POLLED VOTE: YES – ALL.

13. North Kent Transit Service 2005-06 Vendor Contract: The funds budgeted were approved earlier this year during the Community Development Block Grant hearing. Motion by Andersen, Krygier supported, to approve the North Kent Transit Service (Hope Network) 2005-06 Vendor Contract with a budget of \$7,500.00. CARRIED.

14. Board Member Comments – MTA Conference Registration: Members were asked to notify the clerk soon as to whether they planned to attend the 2006 MTA conference in Grand Rapids.

15. At 9:15 PM Andersen moved, supported by Davis, to go into closed session: As authorized under Section 8(e) of the Open Meetings Act, MCL 15.268(e), I move that we go into a closed session to consult with our attorney regarding trial or settlement strategy in connection with the pending litigation between Ronald Riebschleger and Courtland Township for the reason that an Open Meeting would have a detrimental financial effect on the litigation or settlement position of the Township. POLLED VOTE: YES – ALL.

At 9:57 PM Krygier moved, supported by Brown, to go out of closed session. POLLED VOTE: YES – ALL.

As there was no further business to be considered, the meeting was adjourned at 9:58 P.M.

Submitted by,

Marilynn Crosby, Clerk