

## UNAPPROVED MINUTES

Regular Board Meeting

Courtland Township

Date: March 2, 2005

1. The meeting was called to order at 7:30 P.M. by Supervisor James McIntyre. Board members Andersen, Brown, Crosby, Davis, Krygier and Porter were present. Fourteen spectators were also present, as well as township attorney James Scales.

Public Hearing: Arrowcrest Street Lighting Special Assessment District No. 1. McIntyre opened the public hearing at 7:32 PM. Attorney Scales summarized the resolution establishing a special assessment district for street lighting in the Arrowcrest development, including amounts to be assessed to each property in the development on the winter tax bills to cover the costs of electricity and maintenance of the lights. No public comment. Developer Philip Henderson answered questions from the Board concerning the style and height of the light fixtures. Motion by Krygier, Porter supported, to adopt Special Assessment Resolution No. 2 (Township Resolution 2005-11) with design approval of McIntyre and Zoning Administrator Buckley. POLLED VOTE: YES – ALL.

2. Public Comment: None.

3. Motion by Porter, Davis supported, to approve the agenda. CARRIED.

4. Consent Agenda: Motion by Davis, Brown supported, to approve the Consent Agenda. Included were the minutes of the February 2, 2005 Regular Board meeting, and the February 16, 2005 special meeting; the Treasurer's report with February General Fund disbursements of \$183,491.73; Fire Department disbursements of \$6,321.56; Sewer Op & Main Fund disbursements of \$22,488.91. CARRIED.

5. Supervisor's Report/Building Permits/Correspondence: Building permits were issued in February for 20 new residences @ \$2,293,000.00, bringing the 2005 total to 25 homes. The Board discussed the request by Algoma Township Supervisor Hoemke to share the cost of a sheriff's deputy dedicated to Algoma and Courtland Townships. The cost would be approximately \$41,000.00 per year for our share for 40 hours per week. No decision was made. McIntyre asked whether we should continue the West Nile prevention project this year. Motion by Andersen, Brown supported, to continue the program of treating catch basins to prevent the spread of West Nile virus. CARRIED.

6. Zoning Board of Appeals: Andersen reported that there was no ZBA meeting in February and none scheduled for March.

7. Planning Commission: Jerry Davis reported that the Planning Commission approved a change in the final site plan for the Rolling Meadows development. The Commission also discussed the request from Country Fresh to withdraw more water from their well, with no action taken on the request. A public hearing on proposed changes to the Commercial Zoning chapter of our Ordinance will be held at the March 15 meeting.

8. Fire Board: In the absence of Chief Mickey Davis, Crosby reported that there were 22 runs for February, 94 total since November 1st. At its February meeting the Fire Board recommended approving the reinstatement of firefighter Greg Scott (who returned from four years in the service) and hiring new applicant Tim Kraai. Motion by Davis, Andersen supported, to approve Scott's reinstatement and Kraai's hiring. CARRIED. Chief Davis has received several cost estimates for a new truck and converting our tank and the costs seem to be reasonable thus far. Kletis McIntyre

reminded everyone of the pancake breakfast at the fire station on March 19.

9. Courtland Township Park Update: Craig Hondorp of Progressive Architecture and Engineering gave an overview of his conceptual design for our proposed township park, to be done in three phases. He estimated the cost of the first phase to be between \$160,000.00 and \$200,000.00. Discussion also took place regarding applying for state grant money and the length of time this might take.

10. Request for Extension of Courtland Sewer District: Parcel located at 6785 10 Mile Rd. Larry Broomberg and Paul Coffman (owner) presented their proposal to build a car wash on 10 Mile Rd. near Myers Lake Ave., including a letter to the Board estimating the number of vehicles as 40,000 per year and the amount of wastewater to be discharged as 1,460,000 gallons. The parcel is currently zoned Commercial, but a Special Land Use would be required for a car wash. The applicant stated that the Kent County Health Department has informed him that the site is not suitable to handle the large amount of wastewater from a car wash unless it is connected to our sewer system. Attorney Scales commented that the parcel is not currently in our sewer district and is not contiguous to our sewer district, which could create a problem if we were to request the expansion of our district to include this parcel. The City of Grand Rapids, as well as the City of Rockford, and Townships of Cannon, Plainfield, and Alpine would have to agree to permit the expansion of our current district. There is also a question of whether we currently have the capacity in our system to handle the additional 38 REU's needed for this project. The sewer district was recently expanded and upgraded to handle the REU's needed for the new housing developments and school property near Myers Lake.

Motion by Crosby, Andersen supported, to not request the expansion of our sewer district to include the property at 6785 10 Mile Rd. for the following reasons among others: 1) The parcel is not currently in sewer district. 2) We want to reserve capacity for residential use and for the lakes area. 3) Cost increase factor to current customers if we must sign the contract proposed by the City of Grand Rapids, because we would have to make the parcel contiguous with the current sewer district, making the land calculation portion of the City of Grand Rapids' contract cost prohibitive. 4) Residents living within the new district could be required, by ordinance, to hook up, which could require additional upgrades to handle the increased flow. MOTION CARRIED.

11. Resolution 2005-10: Authorization for Change in Standard Streetlighting Contract: The Courtland Oakfield United Methodist Church has requested that a streetlight be installed at the intersection of their driveway and Myers Lake Ave. with all costs paid by the church. Motion by Porter, Brown supported, to adopt Resolution 2005-10 authorizing the change in the streetlighting contract with Consumers Energy. POLLED VOTE: YES – ALL.

12. Rockford DARE Program Donation: Motion by Andersen, Krygier supported, to continue the \$5,000.00 contribution to the Rockford DARE program from the 2005-06 General Fund budget. CARRIED.

13. Cedar Springs Parks & Recreation Department Donation: Motion by Porter, Brown supported, to donate \$2,500.00 to the Cedar Springs Parks & Recreation program from the 2005-06 budget. CARRIED.

14. Bid for Lawn & Cemetery Maintenance and Grave Openings: Motion by Andersen, Crosby supported, to accept the bid from Venman's Landscape Service for lawn and cemetery maintenance and grave openings for 2005. CARRIED.

14A. Upon recommendation by McIntyre, Andersen moved, Davis supported, to appoint Carol Shaw as alternate ZBA member to replace alternate Paul Winchester. CARRIED.

15. Discussion of Budget for Fiscal 2005-06: Proposal for Purchase of BS&A Accounting Software. Crosby stated that she, Treasurer Davis and Deputy Clerk Hunt had seen a demonstration of municipal software for accounting, payroll and utility billing, and recommend purchasing the BS&A to replace the current software that recently “crashed”. BS&A cemetery software has also been looked into and recommended. Motion by Davis, Krygier supported, to add the software purchase to the 2005-06 General Fund budget, with the cost to be spread over three years, as allowed by BS&A. CARRIED.

16. Discussion of Time Change for Township Board and Committee Meetings: McIntyre proposed starting all meetings at 7:00 PM. Motion by Krygier, Brown supported, to begin all Township Board and Commission meetings at 7:00 PM, beginning April 1, 2005. CARRIED.

16A. Closed Session: At 9:47 PM, upon a motion by Crosby, Andersen supporting, the Board moved into closed session to discuss attorney Jim Scales’ written opinion. CARRIED UNANIMOUSLY. At 10:08 PM, upon a motion by Krygier, Porter supporting, the Board moved back into open session. CARRIED.

17. Board Member Comments: Discussion took place regarding possible purchase of additional land by the NKSA to meet DEQ permit requirements for the wastewater treatment plant. NKSA will meet Thursday, March 3<sup>rd</sup>.

As there was no further business to be considered, the meeting was adjourned at 10:38 P.M.

Submitted by,

Marilynn Crosby, Clerk