

UNAPPROVED

MINUTES  
COURTLAND TOWNSHIP  
REGULAR BOARD MEETING  
January 3, 2023 - 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, McIntyre and Porter.  
Also present: Fire Chief, Steve Mojzuk, Attorney Jim Scales and 16 spectators.

APPROVAL OF AGENDA: McConnon added Public Hearing to item F. and item H. Sale of Fire Truck. Approval of agenda - A motion by McIntyre, Brown seconded to approve the agenda, as amended. All yes, motion carried.

PUBLIC COMMENT:

A resident commented that the proposed development (item F) was too dense. His subdivision has 35 homes with 1 acre each. Also felt notices should be sent to residents in line of sight.

APPROVAL OF CONSENT AGENDA:

Consent Agenda- A motion by Porter, Brown seconded to approve the consent agenda. McIntyre asked to have the invoices from the engineers and attorney brought to the board meeting each month. Roll call vote; All yes; motion carried.

Approval of Minutes: December 6, 2023, Regular Board Meeting

Treasurer's Report: Approval of December bills for payment- General, Sewer, Lake, and Fire Funds. A motion by Porter, seconded by Brown to approve Treasurer's report and pay bills. All yes, motion carried.

STANDING REPORTS:

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

Building Permits- no numbers available

NKSA: Passed the Annual Budget

GVMC: No meeting

GGTC: No Meeting

**Rockford Area Community Foundation:** Rockford's Got Talent will be February 3rd at Rockford High School. \$5,000 in proceeds will be retained by the foundation and the remainder will be donated to the Library Building Fund.

**Courtland Township Park & Trails:** Committee discussed signage at Township Hall, Annis Fish Hatchery Preserve and the Courtland Cemetery.

**Fire Chief's Report:** Number of calls for December was 40 for a total of 520 calls year to date. (Full report included in Board Packet)

**Zoning Board of Appeals:** A variance was granted to a property on Loveless Dr. that was too close to the road.

**Planning Commission Report:** McIntyre reported frustration with pace of the Master Plan and would like to find a way to increase participation.

OLD BUSINESS:

- A. Re-Insulate Township Office proposal (Tabled) McConnon reported that after an inspection instead of re-insulating, the heat duct will need to be sealed for leakage. We will provide quotes for this when received.
- B. CASSA Soccer Field Proposal (Tabled)

NEW BUSINESS:

- A. Township Board Meeting Schedule- Motion made by McIntyre, seconded by Fransen to move the regular township board meetings to the second Wednesday of each month with a 6:00 pm start time. After discussion, McIntyre amended the motion to leave the start time at 7:00 pm. seconded by Frandsen. All yes, motion carried.
- B. Planning Commission Appointment-Motion made by Porter, Brown seconded that the Planning Commission Appointment of Kimberly McIntyre be extended to the end of 2024. All yes, motion carried.
- C. Budget Amendments- Motion made by McIntyre, Porter seconded that an amendment be made to the budget to correct retirement contributions for the Treasurer, Deputy Treasurer, Zoning Administrator, Clerk and Deputy Clerk. All yes, motion carried.
- D. Resolution 2024-01 Board of Review Granting Poverty Exemptions- A motion was made by Andersen, McIntyre seconded that Resolution 2024-01 be approved as presented. All yes, motion carried.
- E. Ordinance 2024-02Z To Amend the Zoning Ordinance of the Township -Smith 4850-14 Mile Court- A motion was made by McIntyre, Brown seconded to approve Ordinance 2024-02Z rezoning the property from RR to R2 with conditions that stipulate no more than 8 units will be built unless a new application was brought to the Planning commission. All yes, motion carried.
- F. Resolution 2024-03 to Recommend planned unit development sketch plan approval- KleMac Meadows- McIntyre recused herself. After a presentation of the project a motion was made by Fransen, Porter seconded to open the Public Hearing on the KleMac Meadows. All yes. Several attendees asked questions and provided comments. Board closed Public Hearing. A motion was made by Brown, Andersen seconded to approve KleMac Meadows sketch plan. Porter, Brown, Hartman, Andersen, McConnon, voted yes. Frandsen voted no. Motion carried.
- G. New Microphone System Bids- A motion was made by Porter, Andersen seconded that the bid of \$20,573 from Buist Electric be accepted for a new sound system. All yes, motion carried.
- H. Sale of Fire/Brush Truck- A motion was made by Frandsen, Porter seconded to approve using Ranger Bid Auctions to sell the old fire/brush truck. All yes, motion passed.

PUBLIC COMMENT:

A resident asked a question about placement of soccer fields.

Another resident mentioned that the property owned by Rockford Public Schools next to Fire Station #2 was being surveyed, but not sure why.

This resident also stated that he has had a difficult time getting multiple bids from contractors and business.

BOARD MEMBER COMMENTS:

Porter- Was inquiring if property 14 Mile east of Northland was rezoned to commercial?

Brown- The next Planning Commission Meeting is scheduled for January 16<sup>th</sup>. On the agenda is the Adult Foster Care home's request to go from 16 to 20 residents.

Fransen- Her church announced the Friends of the Cemetery meeting.

Hartman- Friends of the Cemetery meeting, January 11<sup>th</sup> at 5:30pm

Andersen- Rockford's Got Talent continues to seek sponsors.

McIntyre- no comment

McConnon- no comment

Next Regular Board Meeting will be Wednesday, February 14, 2024 at 7:00 PM.

ADJOURNMENT:

With no further business the board meeting was adjourned at 8:57 PM.

Respectfully submitted,

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

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

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

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