


# COURTLAND CLIPPINGS

## SUMMER 2020



7450 14 Mile Rd NE  
Rockford MI 49341  
www.courtlandtwp.org

 facebook.com/courtlandtwp

### OFFICE HOURS

Monday - Thursday  
9:00-Noon & 1:00-4:30pm  
CLOSED FRIDAYS

**PHONE:** (616) 866-0622

**FAX:** (352) 623-1371

### BURN PERMITS:

Email firechief@courtlandtwp.org

Call (616) 866-3511 or

Text: (616) 813-2961

### BUILDING, PLUMBING, AND HEATING PERMITS:

Imperial Municipal Services

(616) 863-9294

### ELECTRICAL PERMITS:

Casey Kalee (616) 874-6289

### TOWNSHIP OFFICIALS

**SUPERVISOR:** Matt McConnon

**TREASURER & ZA\*:** Colleen Brown

**CLERK:** Susan K. Hartman

**TRUSTEES:** Mary Ann Andersen, Kimberly

McIntyre, Michele Mojzuk, Terry Bartels

**ASSESSOR:** Jane Kolbe

\*Zoning Administrator

### MEETING SCHEDULE

*All meetings at 7:00 PM*

**TOWNSHIP BOARD:** 1st Wednesday

**PLANNING COMMISSION:** 3rd Tuesday

**ZBA:** 2nd Wednesday

### HOLIDAY HOURS

**TOWNSHIP OFFICES CLOSED:**

Labor Day: Sept. 7

### MARK YOUR CALENDARS

**FALL CLEAN UP:** October 16-17

8:30 am - 3:30 pm

**TIRE RECYCLING:** This fall, date TBD

**NEW WEBSITE:** Coming this summer

### SUPERVISOR NOTES

It looks as though summer is finally here! There are people using the disc golf course, grass is growing and of course we are seeing road construction. We do have several resurfacing projects scheduled for this season so please be aware and slow down in and around the work zones.

In the midst of the COVID-19 pandemic, we have seen several changes throughout our community and beyond that makes me wonder what the new definition of "normal" will look like in the long term. For the time being, we are working on opening the township offices to the public once again with a few changes in our processes. We will be conducting screenings to minimize the potential for the spread of COVID. We will also be conducting meetings in person with appropriate social distancing measures. Moving forward we will have to see what measures we may need to implement for the township operations.

We have selected a contractor to construct the walking trail around the disc golf course. This will be a paved trail more than a mile long that connects to our existing trail around the ball field. We are very excited to get this completed and believe it will be a great addition to our park. Work should begin this month with a completion date to be determined.

Do you have any scenic pictures from our township that you would like to share for our website? We are beginning the process of redesigning our website and would like to get more pictures that we can use on the site. Our site will be more user-friendly and we are exploring options for receiving more regular updates from the township. Send your pictures to info@courtlandtwp.org.

*Matt McConnon, Township Supervisor*

### TREASURER NOTES

Summer Taxes 2020 Due:

Monday, Sept. 14, 2020 by 4:30 PM.

Additional interest & penalty applies after September 14, 2020

### PAYMENT OPTIONS

Due to Covid-19 it is strongly recommended to pay by MAIL or use our DROP BOX in front of the Township Hall. The office is open by APPOINTMENT ONLY currently. Please call for an appointment if necessary, to talk in person.

**In Person:** A cashier or personal check is preferred. If paying in cash, MUST bring the EXACT amount.



**By Mail:** For a receipt, please enclose a stamped, self-addressed envelope and your ENTIRE tax bill. Mail Early - POST-MARKS ARE NOT ACCEPTED and mailing can take up to 7 days or more these days.

**Drop Box:** For your convenience, a payment drop box is located by the front door. This box is safe and checked regularly.

**Online Payments:** Pay your taxes online with a credit card or e-check only with a link from our Township Website: www.courtlandtwp.org/links. **Convenience fees apply as noted.** From the link you will access BS&A search, either choose to set up an account as property owner for free access, or pay the \$2.00 fee with your credit card as a separate transaction to continue. Once you have found your parcel through BS&A there will be an option to access **Point and Pay** to process your tax payment with a credit card or e-check payment. Point and Pay convenience fees are 3% of the credit card amount or \$3.00 for e-check. Be sure to have a transaction receipt emailed to you as proof of payment accepted. Credit card & e-check payments are accepted July 1, 2020 through Feb. 23, 2021. **We do not accept credit card payments at the office.**

*The Treasurer's office is not responsible for payment on the wrong property.*

### DOG LICENSES



Licenses may be purchased at the Kent County Animal Shelter, various veterinary offices and Township offices. 1-year and 3-year licenses are available depending on the rabies expiration date. Call (616) 632-7300 or visit www.accesskent.com

**Delinquent Property Taxes:** Your tax bill will have a reminder note on it if delinquent taxes are still due for your parcel from prior years. Please contact Kent County Treasurer, at (616) 632-7500, for further information.

**Summer Tax Deferment:** Applications must be received before September 14, 2020 at the Township Hall to be eligible.

**Principal Residence Exemption (PRE):** Check your tax bill to make sure you are receiving the PRE if you qualify. To qualify for this year, you must own and occupy your residence before June 1st, 2020 for Summer and Nov. 1st, 2020 for Winter.

**Mortgage Escrow Payments:** We sent your tax bill to the mortgage company IF the mortgage company requested the bill. The message "Informational Copy" means that your tax bill has been sent to your mortgage company or the Tax Service they utilize. This is printed in RED in the "Tax Detail" portion of your tax bill on the right side. If your taxes are escrowed and your bill was not sent to your mortgage company, make a copy of the bill for your records, and forward the original tax bill to your mortgage company directly for payment.

Courtland Township Annual Budget is adopted at our March Regular Township Board Meeting yearly. Our fund balances are available upon request at the Treasurer's Office. Please feel free to contact our office with any questions throughout the year. Thank you for your continued support.

*Colleen Brown, Treasurer  
Milissa Soderstrom, Deputy Treasurer*

### FROM THE FIRE CHIEF

Summertime Safety for Kids around Water, Fireworks or Campfires: Please keep a very close eye on young children. During the stay at home order the Fire Department did 96 drive-by birthday parades for our residents.



Please change your batteries in your Smoke Detectors and Carbon Monoxide Detectors. Test them every month by pushing the test button on them. Did you know you should replace the entire smoke detector every ten years? We have free smoke detectors at the Township Hall and Fire Station. If you have the wired together detectors and need to replace them, buy new ones and we will come over free of charge and replace them for you. Just call Chief at (616) 866-3511.

**911 Emergency Address Signs:** If you or a loved one is having a medical emergency it is very difficult for us to respond to your house quickly with no address out by the road. Even in subdivisions it is very hard for us to see the address on your house. We have the Green & White reflective address signs available for \$10.00. Call the Township office to order one at (616) 866-0622. If you do not have one of these address signs, please have your address on both sides of your mailbox. Also, please keep the high grass and weeds mowed around them so we can see your address.

**Burn Permits:** Please, before you burn email [firechief@courtlandtwp.org](mailto:firechief@courtlandtwp.org), Text (616) 813-2961 or call (616) 866-3511. Remember, all burning must be done during daylight hours and burning should be a safe distance from all buildings, tall grass, and trees. Do not leave fires unattended and have a garden hose handy. Burning of tires, roofing, construction materials, treated lumber, garbage, plastics, rubber, or petroleum products is prohibited.

We are looking to hire Firefighters. No experience needed; we will train you. Must be 18 years old with a clean driving record and a high school diploma.

Have a safe summer!

*Steve Mojzuk, Courtland Fire Chief*

### FROM THE ASSESSOR'S DESK

Last year, field reviews were completed for sections 13-15 in the Township with the hopes of completing sections 16-18 this year. With the Stay at Home orders, I have been doing a lot of desk reviews in these sections. I am hoping to be able to go out to as many properties as I can as soon as the order is lifted. Field reviews are conducted entirely outside of any structures and should be safe. When I arrive at a property, I plan to knock, stand back away from the door, and converse with homeowners from a safe distance. Questionnaires are mailed out prior to conducting the reviews to let you know I will be in your area.

If you have any questions on this or any assessment topic, please call or email me.

*Jane Kolbe, Assessor*

### CLERK NOTES

What is a Mail-In ballot and how does MY vote count?

In November 2018, Michigan voters passed ballot proposal 18-3, which allows all eligible and registered voters the right to vote via Absent Voter Ballot without providing a reason. The terminology "Mail-In" Ballot has become the "new" commonly used name for Absent Voter.

Courtland Township maintains a Permanent Absent Voter list (PAVL). If any resident wants to be included on this list, contact the Clerk's office to make this request. Every election everyone on the PAVL eligible to vote will automatically be mailed an Absent Voter Application. The voter fills out the Application and returns it to the Township Clerk. Once the Application is received, it is recorded in the Qualified Voter File (QVF). After the information, including the signature, is verified then a ballot is issued and sent to the voter. The voter will cast their vote and return the ballot in a sealed envelope with their signature.

All ballots received by the Clerk are recorded in QVF and kept unopened until election day when they are delivered to the Chairperson of the Absent Voter Counting Board (AVCB). The AVCB is made up of registered voters (election inspectors) from both political parties and they are sequestered during the entire election day. The AVCB opens each envelope, removes the ballot and runs them through the tabulators. They must keep in constant balance of envelopes received to ballots processed through the tabulator. **EVERY VOTE COUNTS!**

Election Inspectors are needed for the August 4th Primary and November 3rd General Election. If you are interested, please submit an Election Inspector Application to the Clerk's office. This application can be found on our website ([www.courtlandtwp.org](http://www.courtlandtwp.org)).

Whether you vote by mail or in person at the polls – our message to you is **JUST VOTE!**

For more information on elections and voter registration please visit the Michigan Voter Information Center at [Michigan.gov/Vote](http://Michigan.gov/Vote)

*Sue Hartman, Clerk  
Nyha French, Deputy Clerk*

### 2020 CENSUS DEADLINE EXTENSION

If you have not reported your 2020 Census information yet, please do so by July 31st, 2020. Accurate figures are very important to Courtland Township, the United States, and it is every citizen's responsibility to do his or her part.

[www.2020census.gov](http://www.2020census.gov)