

AGENDA

COURTLAND TOWNSHIP BOARD REGULAR MEETING

December 6, 2023 at 7:00 PM

1. Meeting Called to Order
Pledge of Allegiance and Invocation
2. Approval of Agenda
3. Public Comments – Agenda Related
4. Approval of Consent Agenda:
 - A. Approval of Minutes –November 1, 2023, Regular Board Meeting
 - B. Treasurer’s Report / Approval of bills for payment – General, Sewer & Fire Funds
5. Standing Reports:
 - A. Supervisor’s Report: Building Permits, NKSA, GVMC and GGTC
 - B. Rockford Area Community Foundation Report
 - C. Parks and Trails Report
 - D. Fire Chief’s Report
 - E. Zoning Board of Appeals Report
 - F. Planning Commission Report
6. Old Business:
 - A. Re-Insulate Township Office proposal (Tabled)
 - B. CASSA Soccer Field Proposal
 - C. Annis Park trail extension proposal
7. New Business:
 - A. Resolution 2023-11 NKSA Expansion of Algoma Service Area
 - B. Public Hearing: Braeside development
 - C. Resolution 2023-12 Braeside Estates Phases 3 and Future
 - D. Playground & Fitness Equipment Proposal
 - E. Rogue River Watershed Partners Annual Membership
 - F. New Hire - Grounds
8. Public Comment
9. Board Member Comments
10. Adjournment

UNAPPROVED

MINUTES
COURTLAND TOWNSHIP
REGULAR BOARD MEETING
NOVEMBER 1, 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, and McIntyre.

Members absent: Porter

Also present: Fire Chief, Steve Mojzuk and 3 spectators.

APPROVAL OF AGENDA:

Approval of agenda -Two agenda items were added to New Business by McIntyre, D. Soccer Fields, and E. Annis Park. A motion by McIntyre, Andersen seconded to approve the agenda, as amended. All yes, motion carried.

PUBLIC COMMENT: Marc Decker and resident Jen LeFever from CASSA Soccer proposed a partnership with the township to place 2 soccer fields in the area adjacent to the baseball field. There would be one 9v9 and one 7v7 field. More fields are needed, and these could be used by residents as well. CASSA has over 20 teams and 300 players. If the township would construct the fields, CASSA would provide maintenance, paint and goals.

APPROVAL OF CONSENT AGENDA:

Consent Agenda- A motion by McIntyre, Andersen seconded to approve the consent agenda.

Roll call vote; All yes; motion carried.

Approval of Minutes: October 4, 2023 Special Board meeting, October 4, 2023, Regular meeting and October 19, 2023 Special Board meeting.

Treasurer's Report: Approval of October bills for payment- General, Sewer, Lake, and Fire Funds.

STANDING REPORTS:

Supervisor's Report/ Building Permits/NKSA, GVMC and GGTC – McConnon reported no new information on new homes and mobile homes in the month of October yet.

NKSA: McConnon – meeting November 2, 2023

GVMC: No report

GGTC: McConnon –Met last week, Youngman Rd. will be having work done which may create traffic issues next summer. Still waiting on the installation of the turn light at M-57 and Greenville West Rd.

Rockford Area Community Endowment: Met October 11, 2023. Name has been changed back to Rockford Area Community Foundation. Two grants were given, one in the amount of \$5000 to Equus Equine Center and one to the City of Rockford for ADA accessible equipment for the park.

Courtland Township Park & Trails: McIntyre reported that 28 new trees have been planted at Annis Fish Hatchery Preserve. The next park committee meeting will be a walk through at the Davis Park property. The township did not get the Spark Grant for the ADA playground equipment. There are still bids for the work to be done and decisions on that will be made soon. McIntyre asked if the pavilion

drawings needed to go to the engineer. Mc Connon commented, only to get a better cost estimate of the entire construction project. Trustee Andersen's son took pictures of many park improvements. She will put them on a flash drive so they can be used on the website.

Fire Chief's Report: Number of calls through October 2023 was 42 for a total of 440 calls year to date. (Full report included in Board Packet)

Zoning Board of Appeals: No meeting.

Planning Commission Report: McIntyre reported that work is being done on the Master Plan. The Braeside development is entering its 3rd phase. Any Kle-Mac Farms business, she recuses herself. McIntyre requested that agendas go out for every meeting and minutes be posted on the website to encourage participation. Brown noted that would be the process going forward, and Braeside meeting is scheduled for December 12, 2023. A public hearing needs to be held at the Board Meeting prior to approval. Notices will be sent as required to get this on the December agenda. Brown also noted the Smith property at Northland and 14 Mile is requesting to be re-zoned to multi-family.

OLD BUSINESS:

- A. Re-Insulate Township Office Proposal- McConnon is still getting quotes.

NEW BUSINESS:

- A Resolution 2023-09 Support to Maintain Local Control Over Local Land Uses- McIntyre moved, Frandsen seconded that Resolution 2023-09 be approved. All yes, Motion carried.
- B. Resolution 2023-10 To Establish an Early Voting Site- Frandsen moved, McIntyre seconded that Resolution 2023-10 be approved. All yes, Motion carried.
- C. Budget Amendment – Roads
McIntyre moved, Andersen seconded that the budget be amended to increase the Roads budget by \$20,000. All yes, Motion carried.
- D. CASSA Soccer Field Proposal-
Andersen moved, Brown seconded that the proposal be tabled until the December meeting and requested more information to be provided. All yes, Motion carried.
- E. Annis Fish Hatchery Preserve Trail Extension-
Hartman moved, McIntyre seconded that the proposed trail extension be tabled until the December meeting and requested more information to be provided. All yes, Motion carried.

PUBLIC COMMENT: None

BOARD MEMBER COMMENTS:

Andersen – Inquired if we have any updated information on a new sound system for the community/board room. McConnon is still working on getting proposals.

Hartman – Next election is Tuesday, November 7, 2023

Brown – None

Frandsen – Asked when the Disc Golf Course clean-up would be happening? Hartman stated that we are expecting confirmation from Mark Anderson on the start date.

McIntyre- Port-a-Jons need to be emptied more often. She will check prices. Requested a traffic count for 11 Mile and Courtland.

McConnon – None

Next Regular Board Meeting will be December 6, 2023, at 7:00 PM.

ADJOURNMENT:

With no further business the board meeting was adjourned at 7:56 PM.

Respectfully submitted,

Dated: _____

Susan K. Hartman, Clerk

Dated: _____

Matt McConnon, Supervisor

COURTLAND TOWNSHIP TREASURER REPORT

October 31, 2023

10/31/2022*

GENERAL FUND	TOTAL	3,466,141.56	3,586,491.81
CHOICE ONE CHECKING.....	985,569.93		
CHOICE ONE NEW CD	512,481.30		
MI CLASS.....	1,043,963.82		
LAKE MI CU CD #2.....	616,106.14		
KENT CO INV POOL.....	302,452.14		
CASH BOX.....	200.00		
GENERAL ESCROW.....	5,368.23		
ARPA FUND	TOTAL	631,393.44	908,713.29
CHOICE ONE ARPA FUND	65,281.58		
MI CLASS	566,111.86		
FIRE FUND	TOTAL	810,026.66	631,278.34
CHOICE ONE CHECKING.....	13,970.04		
KENT CO INV POOL.....	224,182.08		
MI CLASS.....	571,874.54		
SPECIAL ASSESSMENT LAKES	TOTAL	64,887.58	66,328.16
BIG BROWER # 897/232.....	12,042.02		
LITTLE BROWER # 898/233...	2,036.54		
MYERS LAKE # 899/234.....	50,809.02		
SEWER	TOTAL	695,757.23	402,653.00
CHOICE ONE CHECKING.....	695,757.23		
TAX COLLECTION	TOTAL	63,047.94	23,126.84
CHOICE ONE CHECKING.....	62,292.52		
MI CLASS	755.42		
Tax collection not included in totals		5,668,206.47	5,595,464.60

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GFUND GENERAL FUND					
11/07/2023	GFUND	31047	MISC	PAT HARTMAN	1,052.00
11/10/2023	GFUND	31048			0.00 v
Void Reason: PRINT QUE ERROR					
11/10/2023	GFUND	31049	MISC	APRIL CUNNINGHAM	360.00
11/10/2023	GFUND	31050	MISC	AUBRIE FRENCH	276.00
11/10/2023	GFUND	31051	MISC	BARBARA FLATER	291.06
11/10/2023	GFUND	31052	MISC	CATHY WUERFEL	236.00
11/10/2023	GFUND	31053	MISC	CONNIE ANKOVIK	184.00
11/10/2023	GFUND	31054	MISC	DAN DAVIS	184.00
11/10/2023	GFUND	31055	MISC	DAVID DIEPHOUSE	184.00
11/10/2023	GFUND	31056	MISC	DONNA BACARELLA	296.00
11/10/2023	GFUND	31057	MISC	ELEANORE PATTERSON	144.00
11/10/2023	GFUND	31058	MISC	GLADYS STEVENSON	272.00
11/10/2023	GFUND	31059	MISC	HAROLD WUERFEL	236.00
11/10/2023	GFUND	31060	MISC	JACQUELINE MCENTIRE	252.00
11/10/2023	GFUND	31061	MISC	JAMES BOGART	272.00
11/10/2023	GFUND	31062	MISC	JENNIFER BURGER	232.00
11/10/2023	GFUND	31063	MISC	JENNIFER LEFEVER	232.00
11/10/2023	GFUND	31064	MISC	JOAN BOGART	312.00
11/10/2023	GFUND	31065	MISC	JOAN MOORE	184.00
11/10/2023	GFUND	31066	MISC	JUDY GEGLIO	140.00
11/10/2023	GFUND	31067	MISC	KAREN LANCE	156.00
11/10/2023	GFUND	31068	MISC	KAREN RATERINK	272.00
11/10/2023	GFUND	31069	MISC	KATHLEEN BOGUCKI	292.00
11/10/2023	GFUND	31070	MISC	KATHY ALDRICH	296.00
11/10/2023	GFUND	31071	MISC	KRISTA MENACHER	264.00
11/10/2023	GFUND	31072	MISC	KYLEE HALL	232.00
11/10/2023	GFUND	31073	MISC	LANA ELKINS	272.00
11/10/2023	GFUND	31074	MISC	LLOYD GILLETTE	276.00
11/10/2023	GFUND	31075	MISC	LORI BIELECKI	272.00
11/10/2023	GFUND	31076	MISC	MADDISON JENEMA	276.00
11/10/2023	GFUND	31077	MISC	MARK DEHAAN	184.00
11/10/2023	GFUND	31078	MISC	MARY THORRINGTON	272.00
11/10/2023	GFUND	31079	MISC	MARY WALSH	258.72
11/10/2023	GFUND	31080	MISC	MIRA MITCHELL	312.00
11/10/2023	GFUND	31081	MISC	NATALIE FRENCH	320.00
11/10/2023	GFUND	31082	MISC	NYHA SHICK	315.00
11/10/2023	GFUND	31083	MISC	OLIVIA FRENCH	292.00
11/10/2023	GFUND	31084	MISC	PATRICIA MULL	184.00
11/10/2023	GFUND	31085	MISC	PHYLLIS KRYGIER	264.00
11/10/2023	GFUND	31086	MISC	RACHEL CROWTHER	355.50
11/10/2023	GFUND	31087	MISC	RODERICK SAGER	312.00
11/10/2023	GFUND	31088	MISC	SCOTT SPENCER	312.00
11/10/2023	GFUND	31089	MISC	TIMOTHY KRYGIER	224.00
11/10/2023	GFUND	31090	MISC	TODD BUCHTA	272.00
11/10/2023	GFUND	31091	MISC	TODD LENTNER	300.00
11/15/2023	GFUND	31092	APPLIED	APPLIED INNOVATION	113.92
11/15/2023	GFUND	31093	ARROW	ARROW SWIFT PRINTING	257.39
11/15/2023	GFUND	31094	CINTAS	CINTAS	93.79
11/15/2023	GFUND	31095	CONSUMERS	CONSUMERS ENERGY	577.54
11/15/2023	GFUND	31096	MISC	EGL	171.92
11/15/2023	GFUND	31097	ELECTION	ELECTION SOURCE	1,859.00
11/15/2023	GFUND	31098	KCCA	KCCA	80.00
11/15/2023	GFUND	31099	MISC	KENT COUNTY DRAIN COMMISSIONER	3,966.78
11/15/2023	GFUND	31100	ROAD COMM	KENT COUNTY ROAD COMMISSION	25,000.00
11/15/2023	GFUND	31101	MAMC	MAMC	162.00
11/15/2023	GFUND	31102	MASTERS	MASTERS TELECOM LLC	16.39
11/15/2023	GFUND	31103	MICHWAVE	MICHWAVE TECHNOLOGIES INC	125.00
11/15/2023	GFUND	31104	O'DOWD	O'DOWD LLC	680.00
11/15/2023	GFUND	31105	PREIN	PREIN & NEWHOF	2,931.00
11/15/2023	GFUND	31106	MISC	RIGHT EDGE CONCRETE CONSTRUCTION	2,250.00
11/15/2023	GFUND	31107	SMART	SMART SOURCE LLC	220.99
11/15/2023	GFUND	31108	STRATUS	STRATUS BUILDING SOLUTIONS	315.00
11/15/2023	GFUND	31109	MISC	TERRY CLEMENT	125.00
11/15/2023	GFUND	31110	MISC	TIMBERLINE LANDSCAPING & MANAGEMENT	3,000.00
11/15/2023	GFUND	31111	MISC	TIMBERLINE LANDSCAPING & MANAGEMENT	16,571.80
11/15/2023	GFUND	31112	VC3 INC	VC3, INC	1,169.00
11/15/2023	GFUND	31113	VENMANS	VENMAN'S LANDSCAPE SERV.	1,115.00
11/15/2023	GFUND	31114	VERIZON	VERIZON	350.76
11/15/2023	GFUND	31115	VREDEVELD	VREDEVELD HAEFNER	92.50
11/15/2023	GFUND	31116	WILLIAMS	WILLIAMS & WORKS	2,087.50
11/20/2023	GFUND	31117	CONSUMERS	CONSUMERS ENERGY	468.46
11/20/2023	GFUND	31118	MISC	DEAN'S EXCAVATING	18,665.00
11/20/2023	GFUND	31119	MISC	DONNA COTTEN	125.00
11/20/2023	GFUND	31120	MISC	DONNA COTTEN	100.00
11/20/2023	GFUND	31121	KCTA	KENT COUNTY TREASURER'S ASSOCIATION	70.00
11/20/2023	GFUND	31122	MISC	MICHELLE BROWN	125.00
11/20/2023	GFUND	31123	RPS	ROCKFORD PUBLIC SCHOOLS	1,567.96

Check Date	Bank	Check	Vendor	Vendor Name	Amount
11/20/2023	GFUND	31124	SMART	SMART SOURCE LLC	738.93
11/30/2023	GFUND	31125	FIRST	FIRST NATIONAL BANK OF OMAHA	170.42
11/30/2023	GFUND	31126	HERRINGTON	HERRINGTON'S WASTE SERVICES, INC.	212.86
11/30/2023	GFUND	31127	MISC	KATERBERG VERHAGE, INC.	13,634.60 V
Void Reason: ISSUED FOR INCORRECT AMOUNT					
11/30/2023	GFUND	31128	ROAD COMM	KENT COUNTY ROAD COMMISSION	249.91
11/30/2023	GFUND	31129	KCOTREAS1	KENT COUNTY TREASURER	855.00
11/30/2023	GFUND	31130	MISC	MICHAEL GUNNESON	125.00
11/30/2023	GFUND	31131	MIKA	MIKA MEYERS BECKETT & JONES PLC	6,019.00
11/30/2023	GFUND	31132	O'DOWD	O'DOWD LLC	240.00
11/30/2023	GFUND	31133	PLUMMERS	PLUMMERS DISPOSAL SERVICE	405.00
11/30/2023	GFUND	31134	SMART	SMART SOURCE LLC	449.50
11/30/2023	GFUND	31135	VC3 INC	VC3, INC	589.50
11/30/2023	GFUND	31136	VENMANS	VENMAN'S LANDSCAPE SERV.	1,130.00
11/30/2023	GFUND	31137	MISC	KATERBERG VERHAGE, INC.	13,739.05

GFUND TOTALS:

Total of 91 Checks:	135,136.75
Less 2 Void Checks:	13,634.60
Total of 89 Disbursements:	121,502.15

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank FFUND FIRE FUND					
11/15/2023	FFUND	6263	CINTAS	CINTAS	61.30
11/15/2023	FFUND	6264	DTE	DTE ENERGY	199.51
11/15/2023	FFUND	6265	MISC	EGLE	171.92
11/15/2023	FFUND	6266	MISC	INTEGRITY AUTOMOTIVE	25.00
11/15/2023	FFUND	6267	O'DOWD	O'DOWD LLC	280.00
11/15/2023	FFUND	6268	STRATUS	STRATUS BUILDING SOLUTIONS	195.00
11/15/2023	FFUND	6269	MISC	WEST SHORE SERVICES, INC	2,125.00
11/15/2023	FFUND	6270	WEX	WEX BANK	597.85
11/20/2023	FFUND	6271	MISC	BERGER CHEVROLET INC	47,947.00
11/20/2023	FFUND	6272	CONSUMERS	CONSUMERS ENERGY	415.68
11/20/2023	FFUND	6273	COURTLAND	COURTLAND TOWNSHIP	38,832.58
11/20/2023	FFUND	6274	KCOTREAS1	KENT COUNTY TREASURER	14,126.10
11/20/2023	FFUND	6275	MICHWAVE	MICHWAVE TECHNOLOGIES INC	15.00
11/20/2023	FFUND	6276	WONDERLAND	WONDERLAND TIRE COMPANY	753.13
11/30/2023	FFUND	6277	FIRST	FIRST NATIONAL BANK OF OMAHA	1,799.01

FFUND TOTALS:

Total of 15 Checks:	107,544.08
Less 0 Void Checks:	0.00
Total of 15 Disbursements:	107,544.08

12/04/2023 11:25 AM
User: SUE
DB: Courtland

CHECK REGISTER FOR COURTLAND TOWNSHIP
CHECK DATE FROM 11/01/2023 - 11/30/2023

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LFUND SPECIAL ASSESSMENTS FUND					
11/20/2023	LFUND	2571	CONSUMERS	CONSUMERS ENERGY	<u>28.79</u>
LFUND TOTALS:					
Total of 1 Checks:					28.79
Less 0 Void Checks:					<u>0.00</u>
Total of 1 Disbursements:					28.79

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank SFUND SEWER FUND					
11/15/2023	SFUND	4139	SF DTE	DTE ENERGY	220.86
11/15/2023	SFUND	4140	NKSA	NORTH KENT SEWER AUTHORITY	10,368.36
11/15/2023	SFUND	4141	PREIN	PREIN & NEWHOF	921.00
11/20/2023	SFUND	4142	SEWER CE	CONSUMERS ENERGY	1,672.40
11/20/2023	SFUND	4143	COURTLAND	COURTLAND TOWNSHIP	366.50
11/30/2023	SFUND	4144	F&V	F&V OPERATIONS	3,216.21

SFUND TOTALS:

Total of 6 Checks:	16,765.33
Less 0 Void Checks:	0.00
Total of 6 Disbursements:	<u>16,765.33</u>

	Date	Cashier	Wkstn	Received Of	Amount
C	14635	11/01/2023	ASHLEE	FIRE FUND	6,413.55
C	14636	11/01/2023	ASHLEE	SEWER FUND	358.80
C	14638	11/08/2023	ASHLEE	IMPERIAL MUNICIPAL SERVICES	757.80
C	14639	11/08/2023	ASHLEE	AMY LIGGETT	50.00
C	14640	11/08/2023	ASHLEE	ROY SCHEIDEL	250.00
C	14641	11/14/2023	ASHLEE	ANTHONY PRESTON	150.00
C	14642	11/14/2023	ASHLEE	TERRY CLEMENT JR	125.00
C	14643	11/14/2023	ASHLEE	PIKE FUNERAL HOME	290.00
C	14644	11/14/2023	ASHLEE	MICHELLE BROWN	125.00
C	14645	11/15/2023	ASHLEE	MICHAEL GUNNESON	450.00
C	14646	11/15/2023	ASHLEE	KEITHALEAH ENGELSMAN	100.00
C	14647	11/20/2023	ASHLEE	CHARTER COMMUNICATIONS	15,679.60
C	14648	11/20/2023	ASHLEE	DYKEMA EXCAVATORS	4,000.00
C	14649	11/20/2023	ASHLEE	RICHARD & SANDRA BRILL	50.00
C	14650	11/20/2023	ASHLEE	KIMBERLY HARKNESS	500.00
C	14651	11/20/2023	ASHLEE	DIRECTV, LLC	95.28
C	14652	11/21/2023	ASHLEE	FIRE FUND	38,832.58
C	14653	11/21/2023	ASHLEE	SEWER FUND	366.50
C	14654	11/28/2023	ASHLEE	OAKS OF ROCKFORD	1,026.00
C	14655	11/28/2023	ASHLEE	RICHARD & MARGARET CHARLEFOUR	300.00
C	14656	11/29/2023	ASHLEE	PLAISER FUNERAL HOME	840.00
Total of 21 Receipts					70,760.11

*** TOTAL BY GL DISTRIBUTION ***

101-000-08400	DUE FROM OTHER FUNDS	45,971.43
101-000-23000	DUE TO COUNTY MHC TAXES	171.00
101-000-23000	MHC STATE TAXES	684.00
101-000-23800	ESCROW - SITE PLAN	4,000.00
101-000-24000	SECURITY DEPOSIT	375.00
101-000-43000	DUE TO COUNTY MHC TAXES - TOWNSHIP	171.00
101-000-47400	CABLE TV FRANCHISE F	15,774.88
101-000-47700	BUILDING PERMITS	248.70
101-000-47800	ELECTRICAL PERMITS	229.65
101-000-47900	PLUMBING PERMITS	104.45
101-000-48000	MECHANICAL PERMITS	175.00
101-000-60702	LAND DIVISION FEES	100.00
101-000-60800	APPEALS BOARD FEES	500.00
101-000-63400	GRAVE OPENINGS	1,130.00
101-000-64300	SALE OF CEMETERY LOT	700.00
101-000-66700	RENT	425.00
TOTAL - ALL GL NUMBERS:		70,760.11

*** TOTAL BY FUND ***

101	GENERAL FUND	70,760.11
TOTAL - ALL FUNDS:		70,760.11

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
 PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Fund 101 - GENERAL FUND					
Revenues					
Dept 000 - GENERAL					
101-000-40100	CURRENT PROPERTY TAX	0.00	0.00	325,000.00	325,000.00
101-000-40700	DELINQUENT INSTALLME	0.00	4,524.76	10,000.00	5,475.24
101-000-42400	STREET LIGHTS	0.00	1,905.53	2,500.00	594.47
101-000-43000	MHC TAXES	171.00	1,317.00	2,500.00	1,183.00
101-000-47400	CABLE TV FRANCHISE FEES	15,774.88	48,018.75	65,000.00	16,981.25
101-000-47700	BUILDING PERMITS	248.70	3,258.00	6,000.00	2,742.00
101-000-47800	ELECTRICAL PERMITS	229.65	1,191.25	5,000.00	3,808.75
101-000-47900	PLUMBING PERMITS	104.45	654.65	2,000.00	1,345.35
101-000-48000	MECHANICAL PERMITS	175.00	1,165.15	2,500.00	1,334.85
101-000-57300	LOCAL COMMUNITY STABILIZATION SHARE	0.00	207,711.09	12,000.00	(195,711.09)
101-000-57400	STATE SHARED REVENUE	0.00	459,190.00	1,012,650.00	553,460.00
101-000-57500	STATE SHARING PUBLIC SAFETY	0.00	96.00	0.00	(96.00)
101-000-57700	ELECTION REIMBURSEMENT	0.00	4,500.00	0.00	(4,500.00)
101-000-60702	LAND DIVISION FEES	100.00	500.00	1,000.00	500.00
101-000-60800	APPEALS BOARD FEES	500.00	500.00	3,000.00	2,500.00
101-000-60900	PLANNING COMMISSION FEES	0.00	2,400.00	4,000.00	1,600.00
101-000-62600	SUMMER TAX COLLECTION FEES	0.00	0.00	15,000.00	15,000.00
101-000-63400	GRAVE OPENINGS	1,130.00	8,765.00	18,000.00	9,235.00
101-000-64300	SALE OF CEMETERY LOT	700.00	8,150.00	10,000.00	1,850.00
101-000-65000	DOG LICENSES	0.00	31.20	100.00	68.80
101-000-66400	INTEREST	0.00	45,161.02	20,000.00	(25,161.02)
101-000-66401	INTEREST	0.00	6,595.93	7,000.00	404.07
101-000-66500	INTEREST ON TAXES	0.00	10,137.28	3,500.00	(6,637.28)
101-000-66700	RENTAL-TWP HALL	425.00	3,025.00	5,000.00	1,975.00
101-000-67100	MISCELLANEOUS	0.00	1,863.85	2,000.00	136.15
Total Dept 000 - GENERAL		19,558.68	820,661.46	1,533,750.00	713,088.54

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
 PERIOD ENDING 11/30/2023

ACTIVITY FOR

GL NUMBER	DESCRIPTION	MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Dept 101 - TOWNSHIP BOARD					
101-101-72500	BOARD/TRUSTEES	1,957.00	15,656.00	23,484.00	7,828.00
101-101-87000	MILEAGE, SCHOOL, DUES	0.00	727.70	3,000.00	2,272.30
Total Dept 101 - TOWNSHIP BOARD		1,957.00	16,383.70	26,484.00	10,100.30
Dept 171 - SUPERVISOR					
101-171-70300	SALARY	3,094.29	24,754.32	37,131.50	12,377.18
101-171-71600	RETIREMENT CONTRIBUTION	154.71	1,237.68	1,856.58	618.90
101-171-87000	MILEAGE, SCHOOL, DUES	0.00	140.00	1,000.00	860.00
Total Dept 171 - SUPERVISOR		3,249.00	26,132.00	39,988.08	13,856.08
Dept 191 - ELECTIONS					
101-191-70800	HOURLY/TRAINING	11,072.28	11,072.28	21,000.00	9,927.72
101-191-75200	OFFICE SUPPLIES	1,222.42	7,813.85	11,750.00	3,936.15
101-191-98100	VOTING MACHINE INSPE	1,859.00	1,859.00	6,000.00	4,141.00
Total Dept 191 - ELECTIONS		14,153.70	20,745.13	38,750.00	18,004.87
Dept 206 - GENERAL ADMINISTRATION					
101-206-70600	CLERICAL- ADMIN ASSIST	1,778.48	14,186.60	25,000.00	10,813.40
101-206-70900	ZONING ADMINISTRATOR	1,171.63	9,373.04	14,059.50	4,686.46
101-206-70901	COMPLIANCE OFFICER	495.69	3,965.52	5,948.25	1,982.73
101-206-71600	RETIREMENT CONTRIBUTION -ADMIN	113.70	836.84	1,300.00	463.16
101-206-71602	RETIREMENT CONTRIBUTION -COMPLIANCE	0.00	0.00	147.50	147.50
101-206-75200	OFFICE SUPPLIES	1,560.62	5,413.87	10,000.00	4,586.13
101-206-80100	PROFESSIONAL SERVICE	0.00	5,549.25	60,000.00	54,450.75
101-206-80700	AUDIT FEES	0.00	6,300.00	6,500.00	200.00
101-206-82600	LEGAL FEES	0.00	18,017.64	45,000.00	26,982.36
101-206-85100	POSTAGE	0.00	6,019.80	9,000.00	2,980.20
101-206-87000	MILEAGE, SCHOOL, DUES	0.00	156.67	1,000.00	843.33
101-206-88500	COMMUNITY RELATIONS	0.00	26,823.94	35,000.00	8,176.06
101-206-88501	ROCKFORD FRANCHISE CABLE FEE	0.00	4,773.88	7,000.00	2,226.12
101-206-90300	LEGAL PUBLICATIONS	0.00	1,813.00	4,000.00	2,187.00
101-206-90500	NEWSLETTER	0.00	1,608.86	2,500.00	891.14
101-206-92000	PHONE	0.00	4,439.49	6,000.00	1,560.51
101-206-93300	SOFTWARE MAINT AGREEMENTS	136.50	25,033.00	25,000.00	(33.00)
101-206-94800	COMPUTER SERVICES	0.00	0.00	10,000.00	10,000.00
101-206-95500	BANK SERVICE CHARGES	0.00	25.00	0.00	(25.00)
101-206-95800	MEMBERSHIP DUES	0.00	12,778.52	15,000.00	2,221.48
101-206-96200	MISCELLANEOUS	0.00	50.00	1,000.00	950.00
101-206-98300	LEASED ASSETS	0.00	447.12	2,000.00	1,552.88
101-206-98302	ENGINEER	0.00	4,878.50	15,000.00	10,121.50
101-206-98303	FURNITURE & OFFICE EQUIPMENT	650.06	1,301.71	6,000.00	4,698.29
Total Dept 206 - GENERAL ADMINISTRATION		5,906.68	153,792.25	306,455.25	152,663.00
Dept 209 - ASSESSOR					
101-209-70300	SALARY	4,159.27	33,274.16	49,911.23	16,637.07
101-209-70600	CLERICAL	0.00	71.75	3,000.00	2,928.25
101-209-71600	RETIREMENT CONTRIBUTION	207.96	1,667.27	2,440.07	772.80
101-209-71601	RETIREMENT CONTRIBUTION	0.00	0.00	50.00	50.00
101-209-87000	MILEAGE, SCHOOL, DUES	58.03	938.46	2,000.00	1,061.54
101-209-93300	SOFTWARE MAINTENANCE AGREEMENTS	0.00	4,433.54	5,800.00	1,366.46
101-209-95800	MEMBERSHIP DUES, SCH	0.00	41.00	500.00	459.00
101-209-95810	LEGAL FEES	0.00	0.00	3,000.00	3,000.00
Total Dept 209 - ASSESSOR		4,425.26	40,426.18	66,701.30	26,275.12
Dept 215 - CLERK					
101-215-70300	SALARY	3,334.63	26,677.04	40,015.50	13,338.46
101-215-70400	DEPUTY	2,598.38	15,164.26	35,610.00	20,445.74
101-215-71600	RETIREMENT CONTRIBUTION -CLERK	296.65	2,039.56	1,200.47	(839.09)
101-215-71601	RETIREMENT CONTRIBUTION - DEPUTY	0.00	52.50	1,068.30	1,015.80
101-215-87000	MILEAGE, SCHOOL, DUES	162.00	3,211.39	5,000.00	1,788.61
Total Dept 215 - CLERK		6,391.66	47,144.75	82,894.27	35,749.52

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Dept 253 - TREASURER					
101-253-70300	SALARY	3,334.63	26,677.04	40,015.50	13,338.46
101-253-70400	DEPUTY	1,814.25	16,374.39	25,000.00	8,625.61
101-253-71600	RETIREMENT CONTRIBUTION - TREASURER	449.61	2,139.98	1,200.47	(939.51)
101-253-71601	RETIREMENT CONTRIBUTION - DEPUTY	0.00	0.00	750.00	750.00
101-253-87000	MILEAGE, SCHOOL, DUES	70.00	2,237.00	5,000.00	2,763.00
Total Dept 253 - TREASURER		5,668.49	47,428.41	71,965.97	24,537.56
Dept 261 - INSURANCE & BONDS					
101-261-84000	INSURANCE & BONDS	0.00	10,386.00	15,000.00	4,614.00
Total Dept 261 - INSURANCE & BONDS		0.00	10,386.00	15,000.00	4,614.00
Dept 265 - BUILDING AND GROUNDS					
101-265-92000	UTILITIES	141.39	6,070.79	12,000.00	5,929.21
101-265-93000	BUILDING MAINTENANCE & GROUNDS	635.00	22,258.98	150,000.00	127,741.02
101-265-98300	NEW EQUIPMENT	0.00	0.00	5,000.00	5,000.00
Total Dept 265 - BUILDING AND GROUNDS		776.39	28,329.77	167,000.00	138,670.23
Dept 276 - CEMETERY					
101-276-74000	SUPPLIES, EQUIPMENT	0.00	875.00	15,000.00	14,125.00
101-276-81200	GRAVE OPENINGS, CLOS	1,110.00	9,135.00	18,000.00	8,865.00
101-276-92000	UTILITIES	29.06	235.84	500.00	264.16
101-276-93000	BUILDING MAINT & GROUNDS	1,135.00	14,860.00	15,000.00	140.00
101-276-94000	SERVICE AGREEMENTS	0.00	0.00	1,000.00	1,000.00
Total Dept 276 - CEMETERY		2,274.06	25,105.84	49,500.00	24,394.16
Dept 400 - PLANNING AND APPEALS BOARDS					
101-400-72500	ZBA, BOR, PC - PER DIEM	0.00	2,455.00	10,000.00	7,545.00
101-400-80100	PROFESSIONAL SERVICE	0.00	16,652.37	40,000.00	23,347.63
Total Dept 400 - PLANNING AND APPEALS BOARDS		0.00	19,107.37	50,000.00	30,892.63
Dept 448 - UTILITIES STREET LIGHTS					
101-448-92000	UTILITIES	0.00	4,467.78	7,000.00	2,532.22
Total Dept 448 - UTILITIES STREET LIGHTS		0.00	4,467.78	7,000.00	2,532.22
Dept 449 - ROADS					
101-449-78200	DUST LAYER	0.00	2,585.15	4,000.00	1,414.85
101-449-97400	ROAD CONSTRUCTION	0.00	470,917.07	495,000.00	24,082.93
Total Dept 449 - ROADS		0.00	473,502.22	499,000.00	25,497.78
Dept 631 - HEALTH - SUBSTANCE ABUSE					
101-631-80100	PROFESSIONAL SERVICE	0.00	0.00	5,000.00	5,000.00
Total Dept 631 - HEALTH - SUBSTANCE ABUSE		0.00	0.00	5,000.00	5,000.00
Dept 751 - PARKS AND RECREATION					
101-751-93000	MAINTENANCE & GROUNDS	446.00	14,296.21	15,000.00	703.79
101-751-97000	CAPITAL OUTLAY	38,236.80	88,140.36	450,000.00	361,859.64
Total Dept 751 - PARKS AND RECREATION		38,682.80	102,436.57	465,000.00	362,563.43
Dept 790 - KENT COUNTY ASSESSMENTS					
101-790-96900	KENT CO. ASSESSMENT	0.00	3,966.78	5,000.00	1,033.22
Total Dept 790 - KENT COUNTY ASSESSMENTS		0.00	3,966.78	5,000.00	1,033.22
Dept 850 - OTHER TOWNSHIP FUNCTIONS					
101-850-71500	SOC. SEC., TWP. SHAR	1,352.00	10,950.60	23,000.00	12,049.40
101-850-71900	MEDICARE, TWP. SHARE	316.21	2,561.05	6,000.00	3,438.95
Total Dept 850 - OTHER TOWNSHIP FUNCTIONS		1,668.21	13,511.65	29,000.00	15,488.35
TOTAL EXPENDITURES		85,153.25	1,032,866.40	1,924,738.87	891,872.47
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		19,558.68	820,661.46	1,533,750.00	713,088.54
TOTAL EXPENDITURES		85,153.25	1,032,866.40	1,924,738.87	891,872.47
NET OF REVENUES & EXPENDITURES		(65,594.57)	(212,204.94)	(390,988.87)	(178,783.93)

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
 PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Fund 206 - FIRE DEPT FUND					
Revenues					
Dept 000 - GENERAL					
206-000-40100	CURRENT PROPERTY TAX	0.00	0.00	370,000.00	370,000.00
206-000-40700	DELINQUENT INSTALLMENTS	0.00	5,736.33	7,500.00	1,763.67
206-000-66400	INTEREST	0.00	17,338.36	2,500.00	(14,838.36)
206-000-66401	INTEREST	0.00	427.54	1,000.00	572.46
206-000-67100	MISCELLANEOUS	0.00	1,872.00	200.00	(1,672.00)
206-000-68900	CONTRIBUTIONS	0.00	8,486.00	0.00	(8,486.00)
206-000-69000	911 ADDRESS SIGNS	0.00	290.00	500.00	210.00
Total Dept 000 - GENERAL		0.00	34,150.23	381,700.00	347,549.77
TOTAL REVENUES		0.00	34,150.23	381,700.00	347,549.77

Dept 336 - FIRE DEPT					
206-336-70300	WAGES - CHIEF	5,587.75	44,702.00	67,053.00	22,351.00
206-336-70400	WAGES - DEPUTY CHIEF	0.00	374.02	8,976.45	8,602.43
206-336-70500	WAGES - FIRE PERSONNEL	30,147.18	58,418.59	56,500.00	(1,918.59)
206-336-71600	RETIREMENT CONTRIBUTION - CHIEF	279.39	2,235.12	3,352.65	1,117.53
206-336-71601	RETIREMENT CONTRIBUTION -DEPUTY	0.00	18.70	450.00	431.30
206-336-75200	OFFICE SUPPLIES AND POSTAGE	0.00	0.00	500.00	500.00
206-336-75201	SUPPLIES - 911 SIGNS	0.00	526.05	700.00	173.95
206-336-75500	MEDICAL SUPPLIES	0.00	3,845.22	3,500.00	(345.22)
206-336-77100	FUEL	597.85	7,369.54	12,000.00	4,630.46
206-336-82800	PHYSICAL-MEDICAL	0.00	991.00	6,000.00	5,009.00
206-336-82801	KCEMS ASSESSMENT	0.00	729.94	1,350.00	620.06
206-336-87000	TRAVEL & CONFERENCE	0.00	0.00	600.00	600.00
206-336-91000	INSURANCE & BONDS	0.00	23,207.00	20,000.00	(3,207.00)
206-336-92000	UTILITIES	800.10	7,578.77	18,000.00	10,421.23
206-336-93000	BUILDING MAINTENANCE	275.00	7,328.44	20,000.00	12,671.56
206-336-93300	SUPPORT EQUIP. MAINT	0.00	8,787.10	10,000.00	1,212.90
206-336-93400	SIREN MAINTENANCE	2,125.00	2,340.65	2,600.00	259.35
206-336-93900	VEHICLE MAINTENANCE	778.13	6,984.96	15,000.00	8,015.04
206-336-95500	BANK SERVICE CHARGES	0.00	25.00	300.00	275.00
206-336-95800	MEMBERSHIP DUES	0.00	245.00	500.00	255.00
206-336-95900	EDUCATION	0.00	7,627.79	13,000.00	5,372.21
206-336-95901	EDUCATION-CHIEF	0.00	256.24	1,000.00	743.76
206-336-96200	MISCELLANEOUS	0.00	144.00	2,000.00	1,856.00
206-336-96900	KENT CO ASSESSMENT	14,126.10	14,126.10	30,000.00	15,873.90
206-336-97700	EQUIPMENT FUND	0.00	9,138.32	25,000.00	15,861.68
206-336-97701	TRUCK FUND	47,947.00	47,947.00	70,000.00	22,053.00
Total Dept 336 - FIRE DEPT		102,663.50	254,946.55	388,382.10	133,435.55

Dept 850 - OTHER TOWNSHIP FUNCTIONS					
206-850-71500	SOC. SEC. TWP. SHAR	2,146.29	5,736.16	8,000.00	2,263.84
206-850-71900	MEDICARE, TWP SHARE	501.97	1,341.52	1,650.00	308.48
Total Dept 850 - OTHER TOWNSHIP FUNCTIONS		2,648.26	7,077.68	9,650.00	2,572.32

Fund 206 - FIRE DEPT FUND					
TOTAL REVENUES		0.00	34,150.23	381,700.00	347,549.77
TOTAL EXPENDITURES		105,311.76	262,024.23	398,032.10	136,007.87
NET OF REVENUES & EXPENDITURES		(105,311.76)	(227,874.00)	(16,332.10)	211,541.90

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
 PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Fund 232 - BIG BROWER LAKE S-A					
Revenues					
Dept 000 - GENERAL					
232-000-40700	DELINQUENT INSTALLMENTS	0.00	680.00	250.00	(430.00)
232-000-42300	CURRENT TAXES	0.00	0.00	19,720.00	19,720.00
232-000-66401	INTEREST	0.00	99.73	100.00	0.27
Total Dept 000 - GENERAL		0.00	779.73	20,070.00	19,290.27
Dept 530 - LAKES					
232-530-80100	PROFESSIONAL SERVICE	0.00	17,323.74	18,000.00	676.26
Total Dept 530 - LAKES		0.00	17,323.74	18,000.00	676.26
Fund 232 - BIG BROWER LAKE S-A:					
TOTAL REVENUES		0.00	779.73	20,070.00	19,290.27
TOTAL EXPENDITURES		0.00	17,323.74	18,000.00	676.26
NET OF REVENUES & EXPENDITURES		0.00	(16,544.01)	2,070.00	18,614.01
Fund 233 - LITTLE BROWER LK S-A					
Revenues					
Dept 000 - GENERAL					
233-000-40700	DELINQUENT INSTALLMENTS	0.00	200.00	250.00	50.00
233-000-42300	CURRENT TAXES	0.00	0.00	9,400.00	9,400.00
233-000-66401	INTEREST	0.00	102.52	100.00	(2.52)
Total Dept 000 - GENERAL		0.00	302.52	9,750.00	9,447.48
Dept 530 - LAKES					
233-530-80100	PROFESSIONAL SERVICE	0.00	8,174.69	8,500.00	325.31
233-530-92000	UTILITIES	0.00	860.34	1,200.00	339.66
Total Dept 530 - LAKES		0.00	9,035.03	9,700.00	664.97
Fund 233 - LITTLE BROWER LK S-A:					
TOTAL REVENUES		0.00	302.52	9,750.00	9,447.48
TOTAL EXPENDITURES		0.00	9,035.03	9,700.00	664.97
NET OF REVENUES & EXPENDITURES		0.00	(8,732.51)	50.00	8,782.51
Fund 234 - MYERS LAKE S-A					
Revenues					
Dept 000 - GENERAL					
234-000-40700	DELINQUENT INSTALLMENTS	0.00	595.36	600.00	4.64
234-000-42300	CURRENT TAXES	0.00	0.00	36,000.00	36,000.00
234-000-66401	INTEREST	0.00	332.21	300.00	(32.21)
Total Dept 000 - GENERAL		0.00	927.57	36,900.00	35,972.43
Expenditures					
Dept 530 - LAKES					
234-530-80100	PROFESSIONAL SERVICE	0.00	38,083.42	35,000.00	(3,083.42)
234-530-95500	BANK SERVICE CHARGES	0.00	0.00	15.00	15.00
Total Dept 530 - LAKES		0.00	38,083.42	35,015.00	(3,068.42)
Fund 234 - MYERS LAKE S-A:					
TOTAL REVENUES		0.00	927.57	36,900.00	35,972.43
TOTAL EXPENDITURES		0.00	38,083.42	35,015.00	(3,068.42)
NET OF REVENUES & EXPENDITURES		0.00	(37,155.85)	1,885.00	39,040.85

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
 PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Fund 285 - ARPA					
Revenues					
Dept 000 - GENERAL					
285-000-52800	AMERICAN RESCUE PLAN ACT (ARPA)	0.00	0.00	0.00	0.00
285-000-66401	INTEREST	0.00	18,310.44	5,000.00	(13,310.44)
Total Dept 000 - GENERAL		0.00	18,310.44	5,000.00	(13,310.44)
Expenditures					
Dept 000 - GENERAL					
285-000-80100	PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		0.00	0.00	0.00	0.00
Dept 206 - GENERAL ADMINISTRATION					
285-206-75200	OFFICE SUPPLIES	0.00	0.00	0.00	0.00
285-206-80100	PROFESSIONAL SERVICE	0.00	287,923.00	0.00	(287,923.00)
Total Dept 206 - GENERAL ADMINISTRATION		0.00	287,923.00	0.00	(287,923.00)
Fund 285 - ARPA:					
TOTAL REVENUES		0.00	18,310.44	5,000.00	(13,310.44)
TOTAL EXPENDITURES		0.00	287,923.00	0.00	(287,923.00)
NET OF REVENUES & EXPENDITURES		0.00	(269,612.56)	5,000.00	274,612.56

REVENUE AND EXPENDITURE REPORT FOR COURTLAND TOWNSHIP
 PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2023	YTD BALANCE 11/30/2023	2023-24 AMENDED BUDGET	AVAILABLE BALANCE
Fund 590 - SEWER FUND					
Revenues					
Dept 000 - GENERAL					
590-000-40200	SEWER ON TAX ROLL	0.00	0.00	10,000.00	10,000.00
590-000-40700	DELINQUENT INSTALLME	0.00	3,710.50	2,500.00	(1,210.50)
590-000-40800	DELINQUENT SEWER	0.00	0.00	2,000.00	2,000.00
590-000-47600	PERMITS/CONNECTION FEES	0.00	300.00	2,000.00	1,700.00
590-000-62700	QUARTERLIES - BILLED	(26,326.71)	324,583.29	675,600.00	351,016.71
590-000-62800	QUARTERLIES - PENALT	(1,554.34)	7,943.70	10,000.00	2,056.30
590-000-66401	INTEREST - CHOICE 1 BANK	0.00	3,301.62	1,500.00	(1,801.62)
Total Dept 000 - GENERAL		(27,881.05)	339,839.11	703,600.00	363,760.89
Dept 527 - SEWER OPERATIONS					
590-527-70300	SALARY	318.50	2,916.53	3,822.00	905.47
590-527-71600	RETIREMENT CONTRIBUTION	23.63	135.55	191.10	55.55
590-527-75200	OFFICE SUPPLIES & POSTAGE	0.00	645.20	2,000.00	1,354.80
590-527-80100	PROFESSIONAL SERVICE	0.00	22,406.43	50,000.00	27,593.57
590-527-82600	LEGAL FEES	0.00	0.00	2,000.00	2,000.00
590-527-87000	MILEAGE & TRAVEL	0.00	8.65	0.00	(8.65)
590-527-92000	UTILITIES	220.86	20,400.88	35,000.00	14,599.12
590-527-93000	SHARED OPERATING COST	0.00	9,895.70	15,000.00	5,104.30
590-527-93001	OPERATIONS AND MAINTENANCE	0.00	81,377.32	125,000.00	43,622.68
590-527-93002	MAINTENANCE-GRINDER PUMPS	0.00	6,395.49	10,000.00	3,604.51
590-527-93100	CAPITAL COST	0.00	10,375.20	20,000.00	9,624.80
590-527-97300	CAPITAL IMPROVEMENTS	0.00	0.00	700,000.00	700,000.00
590-527-98300	NEW EQUIPMENT	0.00	371.40	0.00	(371.40)
590-527-99000	SPECIFIC OPERATING COST	0.00	28,244.22	45,000.00	16,755.78
590-527-99600	BOND PAYMENT - FEES	0.00	48,724.08	75,000.00	26,275.92
Total Dept 527 - SEWER OPERATIONS		562.99	231,896.65	1,083,013.10	851,116.45
Dept 850 - OTHER TOWNSHIP FUNCTIONS					
590-850-71500	SOC. SEC. TWP. SHAR	19.75	158.52	250.00	91.48
590-850-71900	MEDICARE, TWP SHARE	4.62	37.08	75.00	37.92
Total Dept 850 - OTHER TOWNSHIP FUNCTIONS		24.37	195.60	325.00	129.40
TOTAL EXPENDITURES		587.36	232,092.25	1,083,338.10	851,245.85
Fund 590 - SEWER FUND:					
TOTAL REVENUES		(27,881.05)	339,839.11	703,600.00	363,760.89
TOTAL EXPENDITURES		587.36	232,092.25	1,083,338.10	851,245.85
NET OF REVENUES & EXPENDITURES		(28,468.41)	107,746.86	(379,738.10)	(487,484.96)

Sue's Credit Card Statement

Date	Vendor	Purpose	GL #	Amount
11/3/2023	Meijer	Election - paper products & food	101-191-75200	50.59
11/4/2023	Meijer	Election - Precinct 3 trac phone	101-191-75200	52.63
11/7/2023	Meijer	Election -air time for trac phones	101-191-75200	67.20

Statement Total 170.42
 101-191-75200 170.42
Grand Totals 170.42

Statement date: 14-Nov-23



Your FNBO
Credit Card Statement

COURTLAND TOWNSHIP
Account number ending in 3242
For billing cycle ending 11/14/2023

New Balance
\$170.42

Minimum Payment
\$35.00

Payment Due
12/11/2023

Your Account Summary

Previous Balance	\$178.36
Payments	-\$178.36
Other Credits	\$0.00
Purchases	\$170.42
Balance Transfers	\$0.00
Cash Advances	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$170.42

Statement Closing Date	11/14/23
Days in Billing Cycle	29
Total Credit Limit	\$5,000.00
Available Credit	\$4,829.00
Cash Limit	\$1,000.00
Available Cash	\$1,000.00

Your Payment Information

New Balance	\$170.42
Minimum Payment Due	\$35.00
Past Due Amount	\$0.00
Payment Due Date	12/11/2023

SCANNED

Date / / By

101-191-75200

Manage your business expenses with convenient online access.



- Make secure online payments
- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

Log in today to explore all the online possibilities!

Issued by First National Bank of Omaha (FNBO®).

COURTLAND TOWNSHIP FIRE DEPARTMENT

To the Township Board and Interested Parties

This shall serve as your formal and official notification from the Fire Chief.

December 6,2023

Treasurer's Report	\$810,026.66	Total Money
Financial Report	\$136,007.87	Total Budget Left

Bills from November 2023 =\$107,544.08

Numbers of Calls:40 for the month of November.
480 calls for the year.

We would like to add Alexander Fera to our staff. He has just moved into Courtland Township. He has attended two of our trainings nights and would like to join us to become MFR to run medicals calls.

Our Bills were quite high this month because we had Firefighters payroll and we paid for the new Grass Rig.

Our new Grass Rig/ Plow truck was delivered to us on November 22 we are putting it together and should be in service around December 19th.

The Ladies Auxiliary reports their checking account balance of \$3,351.12.

Have a Merry Christmas and a Happy New Year.

COURTLAND FIRE DEPARTMENT

November 30, 2023

STEVE MOJZUK	703 CHIEFS WAGES	\$ 5,587.75
STEVE MOJZUK	71600 RETIREMENT CONTRIBUTION	\$ 279.39
STEVE MOJZUK	920 PHONE	\$ 110.00
GABRIEL SKELONC	920 PHONE	\$ 30.00
JERRY WINELAND	920 PHONE	\$ 30.00
Burger Chevrolet	97701 New Plow / Grass Rig	\$ 47,947.00
CINTAS	930 Floor mats Station 1	\$ 61.30
CONSUMERS ENERGY	934 Siren Electric Bill	\$ 0.09
CONSUMERS ENERGY	920 Station 1 Electric Bill	\$ 259.39
CONSUMERS ENERGY	920 Station 2 Electric Bill	\$ 156.20
DTE	920 Station 2 Natural Gas Bill	\$ 199.51
EGLE	930 Drinking Permit	\$ 171.92
FIREFIGHTER SALARY	705 Fire Fighters Pay From 5/1/23 -10/31/23	\$ 30,147.18
FIREFIGHTER SALARY	715 SOC. SEC TWP. SHARE	\$ 2,146.29
FIREFIGHTER SALARY	719 MEDICARE TWP. SHARE	\$ 501.97
FIRST BANK	959 See attached sheet	\$ 1,799.01
Integrity Automotive	939 Repair Tire 71	\$ 25.00
Kent County Treasurer Dept.	969 Kent County Fire commission assessment	\$ 14,126.10
Michwave	920 Sta.1 Internet	\$ 15.00
O'Dowd Lawncare	930 Mowing Sta. 1	\$ 200.00
O'Dowd Lawncare	930 Fall Clean up	\$ 80.00
STRATUS BUILDING SOLUTIONS	930 JANITORIAL SERVICES STA.1	\$ 195.00
West Shore Services	934 Siren PM	\$ 2,125.00
Wex Bank	771 Fuel (EXXON)	\$ 597.85
Wonderland Tire	939 Tires for 71	\$ 753.13
TOTAL		\$107,544.08

FIRST BANK CARD

10/19/2023	Sams Club	Training Food	959	\$331.97
10/19/2023	Family Fare	Training Food	959	\$39.92
10/24/2023	Fatzos Pizza	Training Food	959	\$62.88
10/24/2023	Family Fare	Training Food	959	\$24.06
10/26/2023	Tarps Now	Fire-Retardant Tarps	977	\$493.80
10/26/2023	Tarps Now	Fire-Retardant Tarps	977	\$488.80
11/03/2023	Sams Club	Paper plates and towels	962	\$67.78
11/03/2023	OfficeMax/Depot	Mouse and Batteries	962	\$90.37
11/08/2023	Spectrum	Internet Sta. 2	920	\$84.98
11/11/2023	AMZN Mktp	HD TV antenna RETURNED	930	\$60.41
11/13/2023	AMZN Mktp	HD TV antenna	930	\$54.04

Total =\$1,799.01

920=\$84.98

930=\$114.45

959=\$458.83

962=\$158.15

977=\$982.60

Susan Hartman

From: Joshua Zuiderveen <southpeat@gmail.com>
Sent: Thursday, November 30, 2023 2:30 PM
To: Susan Hartman
Cc: Matt McConnon; Kimberly McIntyre
Subject: Invasive Cut/Kill Invoice & Hatchery Phase II Estimates & Proposal, V2
Attachments: CourtlandTownship_HatcheryInvoiceInvasive2023.pdf; RumHatcheryCourtland2023_2024_PhaseII.pdf; Courtland_HatcheryPhaseII_Estimates2023_2024.pdf

Good Afternoon,

I have completed cut & kill with stump treatment through the proposed Phase II trail route at the Annis Hatchery Park. I killed MANY mature honeysuckle shrubs. This allowed me to map out a likely future pathway that loops together the park. Although this area is within the original "wetland" area identified by the Township's original wetland delineation (completed by Fishbeck), much of this area is marginal quality wetland or even upland. I suggest we apply for a permit to install limestone pathway through much of this, and install boardwalk where there are wet soils and occasional standing water and/or moving water during floods.

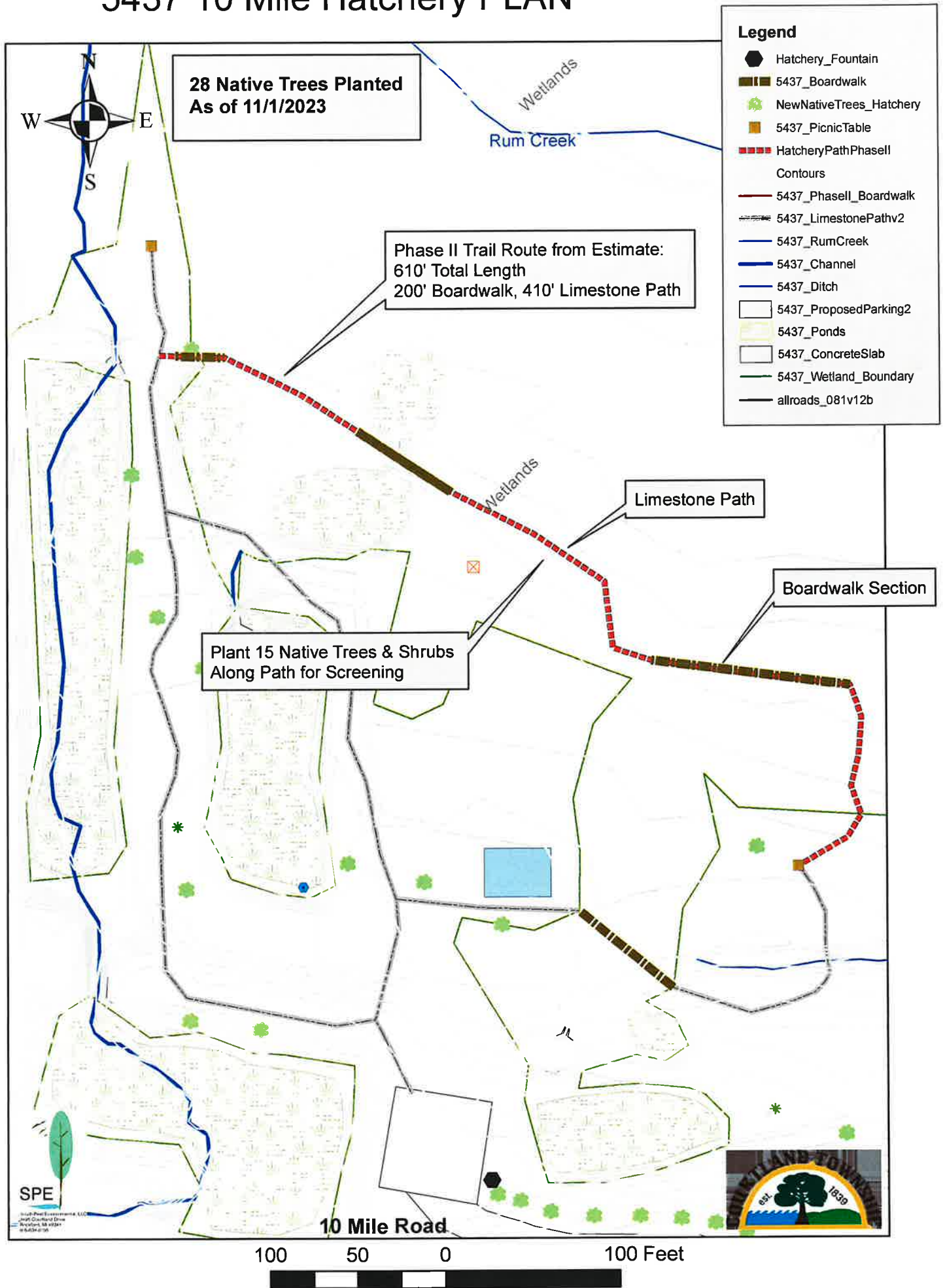
I believe we can add @610' of linear pathway to the loop, making for a significant exercise loop. (I consistently see people there using the path for exercise). I also included an initial estimate for a fountain, since we tested the water and it passes all tests for drinkability.

If you have any questions, please feel free to reach out.

josh

Josh Zuiderveen
South Peat Environmental LLC
9495 Courtland Drive NE
Rockford, Mi 49341
southpeat@gmail.com
(616) 634-5156

5437 10 Mile Hatchery PLAN



Annis Hatchery Park Proposal: 2023-2024

Annis Fish Hatchery Phase II: Trail Route w/ Limestone substitute for semi-upland areas

Scope Items:	Quantity	Per/Cost	Total	
Boardwalk:	200	\$335	67000	Bid
Limestone Path:	410	45	18450	Bid
Fountain:	1	15000	15000	
Clearing:	1	2,400	2400	(sole source NLAS)
Total:			102850	
SPE Costs:				
Drawings/Bid Docs/ Permitting/Environmental Compliance			17484.5	
Invasives Cut/Kill 2023:			2,300	COMPLETE
Invasives Cut/Kill 2024:			2,300	
Plantings: 15 Native Trees/Shrubs @ Boardwalk			\$6,500	
Total:			28584.5	
Project Estimate:			131434.5	
Contingency (15%)			19715.18	
TOTAL:			151149.7	



900 MONROE AVE NW
GRAND RAPIDS, MI 49503

PHONE (616) 632-8000
FAX (616) 632-8002
MIKAMEYERS.COM

James F. Scales

Direct Dial/Fax (616) 632-8047

E-mail jcales@mikameyers.com

November 6, 2023

Township of Alpine
Board of Trustees
5255 Alpine Ave NW,
Comstock Park, MI 49321

Township of Cannon
Board of Trustees
6878 Belding Rd NE,
Rockford, MI 49341

Township of Courtland
Board of Trustees
7450 14 Mile Rd NE,
Rockford, MI 49341

Charter Township of Plainfield
Board of Trustees
6161 Belmont Ave NE,
Belmont, MI 49306

City of Rockford
City Council
7 South Monroe St.
Rockford, MI 49341

Re: Potential Expansion of Algoma Township Service Area

Dear Officers, Trustees and Council Members:

Algoma Township has requested that sewer service be provided to the Saddle Ridge development and to the new elementary school under construction by Rockford Public Schools, both located southeast of the intersection of Edgerton Avenue and 12-Mile Road. The Saddle Ridge development is currently served by a private community sewage treatment system, which is failing.

Because Algoma is not a member of the NKSA, the 2005 "Sewage Collection and Treatment Agreement (the "Master Agreement") requires the approval of the board or council of every one of the five constituent members of the communities, and in addition by the Board of the NKSA.

The cost of extending the collection system to serve the expanded service area would be paid under an agreement between the Plainfield Township, Algoma Township, and the Saddle Ridge homeowners association. It will not be an expense of the NKSA system. Once constructed, the extension would be part of Plainfield Township's sewer collection system, in a similar way to which sewer service being provided to the Meijer store and surrounding developments near the 10 Mile Road/US131 intersection.

November 6, 2023

Page 2

In addition to the public health benefits, the financial benefit to the NKSA and each of its communities is that the connection fee revenues are applied to the debt service requirements of the NKSA and would reduce the financial obligations of each of the customer communities under the Master Agreement.

The NKSA and its engineers have evaluated the potential impact of adding this area to the sewer service district. They have advised that there is sufficient capacity to serve this area. In addition, after investigation, they have determined that this expansion would not pose a risk of introducing PFAS into the system. The sewage generated would be domestic waste which would not require any specialized treatment or impact on the treatment plant.

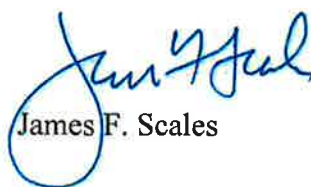
The Board of the NKSA has approved the expansion.

Enclosed is a resolution by which your community could approve the expansion of the service area into this new area of Algoma Township. The resolution conditions that approval on connection fees being paid in the same amount and manner as they are paid by new customers within the NKSA communities.

This resolution may be adopted at any upcoming meeting. There is no requirement for public hearing, or notice of adoption. If adopted, please return a copy to us.

If you have any questions, please call.

Very truly yours,



James F. Scales

jll

Encl.

cc: Scott Schoolcraft

RESOLUTION NO. 2023-11
TOWNSHIP OF COURTLAND
COUNTY OF KENT, MICHIGAN

Minutes of a regular meeting of the Township Board of the Township of Courtland, Kent County, Michigan, held at the Courtland Township Hall, 7450 14 Mile Rd NE, in said Township, on December 6, 2023 at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Members: _____

The following resolution was offered by _____ and supported by _____.

RESOLUTION APPROVING EXPANSION OF ALGOMA SERVICE AREA

WHEREAS, the Townships of Alpine, Cannon, Courtland, and Plainfield Charter and the City of Rockford formed the North Kent Sewer Authority (the “NKSA”) which owns and operates the PARCC Clean Water Plant and certain major joint system components, and contracts for the operation and maintenance of the local sewer systems with Alpine, Cannon, and Plainfield Townships; and

WHEREAS, the Sewage Collection and Treatment Agreement dated September 19, 2005 (the “Master Agreement”) governs the cost sharing and other arrangements among the parties forming the NKSA, and among other things requires the consent of the governing bodies of every one of the members of the NKSA for the extension of sewer service outside of the boundaries of the NKSA communities; and

WHEREAS, the Township of Algoma has requested an extension of sewer service to the Saddle Ridge Development and the new Rockford elementary school currently under construction, which are both located southeast of the intersection of Edgerton Avenue and 12-Mile Road; and

WHEREAS, the Board of the NKSA has approved the extension of sewer service to that area; and

WHEREAS, approval of the expansion would have a public health and safety benefit by addressing a failing private sewage treatment system, and in addition would benefit the NKSA and our community by utilizing excess capacity in the PARCC Side Clean Water Plant and generating connection fee and user charge revenues.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Consent is hereby given for extension of the Plainfield Township sewage collection system into the area of Algoma Township depicted on Exhibit A hereto.

2. Consent is conditioned upon the Sewer Service Agreement for the area requiring that all customers within the Algoma service area shall pay the same joint system connection fee (as defined and established by the Master Agreement) as customers within communities comprising the NKSA, and that such fees shall be remitted to the NKSA to be applied to the NKSA debt as provided for by the Master Agreement, and, for purposes of calculating any joint system connection fee deficit, treated as if paid by customers within Plainfield Township.

3. Consent to extension into this area shall in no way imply any obligation to consider or approve further extensions within Algoma Township, or in any other customer community. The Township hereby expressly reserves its discretion to consider, reject or approve any further expansion of the service area of Algoma Township, or any other area outside of the boundaries of the constituent communities of the NKSA.

4. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Members: _____

NAYS: Members: _____

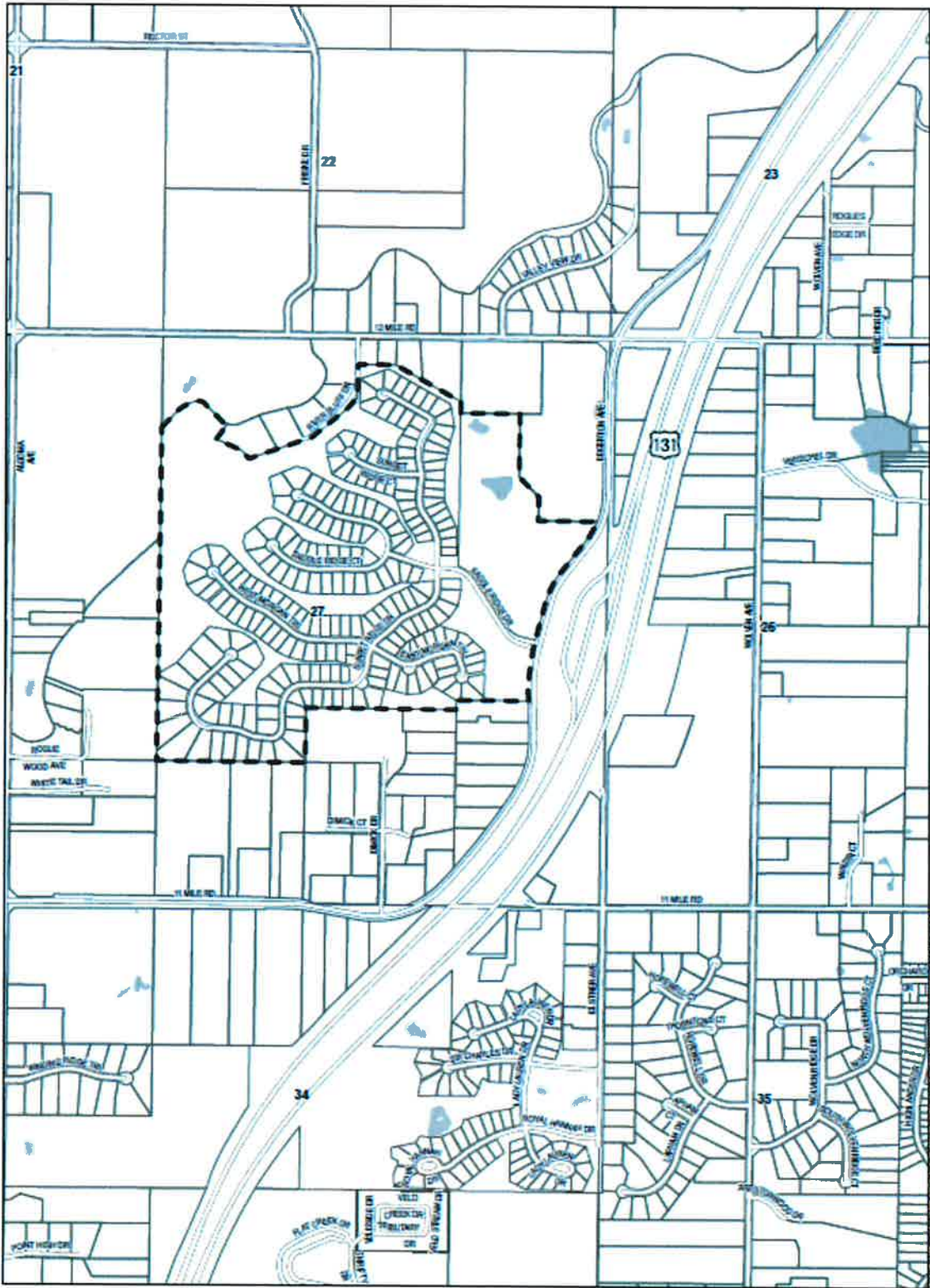
ABSTAIN: Members: _____

RESOLUTION DECLARED ADOPTED.

Susan K. Hartman, Clerk
Township of Courtland

I hereby certify that the forgoing is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

Susan K. Hartman, Clerk
Township of Courtland




 SCALE: 1" = 1,000'

LEGEND
 Saddle Ridge Sewer Service Area

SADDLE RIDGE SEWER SERVICE AREA
EXHIBIT A
 SEPTEMBER 7, 2009
 Pritchard & Newell, Inc.



900 MONROE AVE NW
GRAND RAPIDS, MI 49503

PHONE (616) 632-8000
FAX (616) 632-8002
MIKAMEYERS.COM

Richard M. Wilson, Jr.	Mark E. Nettleton ²	Daniel J. Broxup	Of Counsel	William A. Horn ⁶
Daniel R. Kubiak	Nathaniel R. Wolf	Joshua D. Beard	James R. Brown	Mark A. Van Allsburg
Scott E. Dwyer	Jennifer A. Puplava	Bradley A. Fowler	John M. DeVries	
George V. Saylor, III	Benjamin A. Zainea	Amber M. Soler	Michael C. Haines	Also Admitted In
Elizabeth K. Bransdorfer	Christopher D. Matthyse	Timothy J. Figura ⁶	James K. White	¹ Delaware
James F. Scales	Ronald M. Redick	Curtis L. Underwood	Fredric N. Goldberg	² Illinois
Ross A. Leisman	Kimberly M. Large ¹	Dominic T. Clolinger	John H. Gretzinger	³ New York
Neil P. Jansen	Nikole L. Canute ³	Kathryn M. Zoller	Douglas A. Donnell ⁴	⁴ Ohio
				⁵ Pennsylvania
				⁶ Wisconsin

October 27, 2023

Township Board
c/o Colleen Brown, Zoning Administrator
Township of Courtland
7450 - 14 Mile Road, NE
Rockford, Michigan 49341

Re: Braeside Estates Phase 3 and Future Phases

Dear Officers and Trustees:

In late 2015 and early 2016, the Township approved a planned unit development, residential cluster option for the site of the former Braeside golf course. The Township has now received a request for approval of a planned unit development to extend Braeside Estates into a 101-acre property immediately to the west. Although this will be a continuation of Braeside Estates, for zoning purposes it is treated as a separate planned unit development.

The Planning Commission has conducted a public hearing and has recommended approval, subject to conditions incorporated in the attached resolution. For planned unit developments, the Michigan Zoning Enabling Act also requires that the Township Board, as the final approving body, hold a public hearing. Notice has been given and the matter is scheduled for public hearing at the Township Board's meeting on December 6, 2023.

Background/General Description.

This expansion of Braeside Estates is proposed 46 lot subdivision. The first phase includes 20 lots, served by an extension of Eagle's Nest Drive and a cul-de-sac running to the south. Future phases would make a second connection to 11-Mile Road.

Approvals Required

Planned unit development approval, residential cluster development option, under Chapter 9 of the zoning ordinance includes a recommendation for sketch plan approval by the Planning Commission following public hearing.

Final review and approval of the sketch plan is by Township Board action following another public hearing.

“Final site plan approval” is given by the Planning Commission within one year after sketch plan approval. This is the process of verifying that the final site plan substantially complies with the sketch plan.

Also, subdivision approval under the Land Division Act and Courtland Township’s Subdivision Ordinance, is required because this development is a plat. The enclosed resolution approves the final sketch plan and tentative preliminary plat.

Planned Unit Development Standards

1. The project satisfies the requirement that it contain a minimum of 40 acres for the residential cluster option.
2. Section 9.02.C.2 and .3 require that the site either: (1) exhibit significant natural features, defined to include unique topographic, ecologic and hydrogeological or other characteristics such as wetlands, flood plains or other natural features; or (2) preserve at least 40% of the total area of the site in active agricultural or open space, which otherwise would have been included as building lots. 60.2 acres or 59.2% of the site is set aside as open space, which meets the minimum requirements.
3. The maximum number of lots permitted in a residential cluster development PUD is one dwelling per two acres of “net developable area”. The net developable area for this development is 93.77 acres, which is sufficient for a 46-lot development.
4. Each of the individual building lots has the required minimum lot width of 110 feet and minimum lot area of 25,000 square feet.

Proposed Conditions of Approval

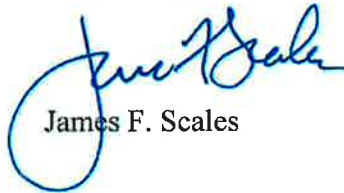
The enclosed resolution incorporates the conditions upon approval as recommended by the Planning Commission. The most important conditions include the following:

- The roads must be public roads.

- The maximum 2,640-foot dead end road length is waived for this initial phase of the new development only. Future phase or phases will connect to 11-Mile Road. This is not a waiver of any future extension without the second connection to 11-Mile Road.
- PFAS has been detected on this site in shallow aquifers and in the surface water in the creek on the west side of the site. Approval is conditioned on Kent County Health Department and/or Department of Environment, Great Lakes and Energy approval of water wells on this site.
- Open space areas are preserved as shown on the plan in the interior of the project and along 11-Mile Road. No improvements may be constructed in those areas, nor may native, non- nuisance species of trees greater than four inches in diameter be removed, except as necessary to construct the development and storm water management facilities.
- Final design of the storm water management facilities will be approved by Kent County Drain Commission and Township engineer during the plat approval and final development plan approval process.
- Street lights are prohibited.
- Sidewalks are required on one side of the streets within the development.
- If requested by the Township in the future, the developer or association will grant an easement for a recreational trail outside of the 11-Mile Road right of way, and another extending through the open space on the west side of the development, connecting to the property to the west.
- The development may be constructed in phases. Phasing provisions of the resolution require that necessary improvements be constructed for each phase before dwellings are occupied.

I can be at the meeting to answer any questions, if requested.

Very truly yours,



James F. Scales

jll
First Class Mail and E-mail
Enclosures

Courtland Township Planning Commission

Minutes

October 17, 2023

1. **Pledge of Allegiance and Roll Call:** Wood, Pfeifer, Miedema, McIntyre, and Moore were all present. Also present was Attorney Jim Scales, Zoning Administrator Colleen Brown, and approximately 25 members of the public.
2. **Agenda: Motion to approve as presented by McIntyre. The motion was supported by Pfeifer and carried 5-0.**
3. **Minutes from 9-19-2023: Motion to approve as presented by McIntyre. The motion was supported by Pfeifer and carried 5-0.**
4. **Public Comments for Items not on the Agenda: None.**
5. **Public Hearings:**
 - a. **Braeside Holdings LLC – Proposed PUD (Braeside Estates Phase 3).** Attorney Scales provided an overview. 46 single-family units are proposed immediately to the west of Braeside Phases 1 and 2. This is a subdivision. The PUD allows for smaller lots with preserved open space. The plan shown tonight is essentially the same as what we looked at last month. The plan meets the objective standards for PUDs. The Board adopted the change in the zoning ordinance text that allows lot width to narrow to the rear of the lot. Also, the street is too long per the Zoning Ordinance but that can be waived. The Township Fire Chief does not have a concern with the street length. There has been PFAS detected on the site that should be reviewed by the Planning Commission.

Township Engineer Kevin Gritters from Prein and Newhof reviewed a memo he provided to the Planning Commission. The Kent County Health Department has jurisdiction over well permitting. EGLE is still investigating and is finding PFAS in wells to the west and north of the site. When people apply for individual wells, the County consults with the state and eventually decides to permit them (or not permit them). Sometimes the well permits come with specific requirements for casing. They did not give us any indication regarding whether or not the wells would be permitted. PFAS detection is generally found in the upper aquifer and usually in the sandy soils, mostly off the property to the north and the west. There are filtration systems that can be installed in new houses to prevent people from being exposed to it in their drinking water.

Applicant Mike Berg reviewed the project. They have drilled over 200 test wells to identify soils and are confident that the KCHD would approve the drain fields. They are proposing walkouts and daylight basements, which would require 100-120 feet on each side of the street. He reviewed the clearing limits and stated where trees would be preserved and what areas would be cleared.

Chairman Wood opened the public hearing at 7:24 PM.

- 1) Chris Hekman 5615 Courtland Meadows. Asked which direction the PFAS plumes were heading. Berg stated that it is moving northwest of this site. Also asked about their other projects. Also asked if they were public or private streets. Wood stated they were public streets, which is what is preferred by the Township.
- 2) Krista Grzeszak 10449 Courtland Drive Wondering why it is not implemented all in one phase? Berg stated it is financially burdensome to do all 46 sites at one time concerning the infrastructure.
- 3) Chris Hekman asked why they wouldn't do the project in one phase? Berg stated that it's more economical to do this on two phases.
- 4) A letter was received, placed on file and asked to be made part of the minutes from Mary Ann Andersen on October 8 expressing concern over developments occurring in the Township that are near sewer systems, but without any language in the zoning ordinance to incentivize hookups.

Wood closed the public hearing at 7:28 PM.

Scales reviewed the process for platting and how that works with tentative preliminary plat approval and preliminary PUD approval. This is the same process as what occurred to the east of this project a few years ago.

Moore asked Gritters about EGLE's concern over PFAS contamination in the deeper aquifer by drilling, and asked Berg about the limits of clearing to verify that trees outside of the lot boundaries would not be removed. Berg estimated that there would be about 100 feet between the south property line and the boundary of the project that would remain wooded.

Wood asked if there were deed notifications or restrictions to disclose that PFAS is on the site? Scales said that is done sometimes. Berg felt that would be a requirement when recording the plat.

Scales reviewed the approving resolution. There were a few minor adjustments made with respect to native, non-nuisance tree removal, site grading/tree removal, and off-site soil removal.

**Motion to approve the amended approving resolution by Miedema, supported by Pfeifer.
Motion carried 5-0.**

- b. **Kle-Mac Farms LLC – Proposed PUD (10280 Courtland Drive)**. At this time Kim McIntyre recused herself due to a conflict of interest. Scales provided an overview of the project. They are seeking PUD approval with a cluster option on land located between Courtland and Tefft, north of 12 Mile Road. The project consists of 75 lots on 171 acres developed in three phases (7 lots, 33 lots, and 35 lots). The project has more than 40% open space and meets the specific objective standards of the zoning ordinance. It is proposed to have public streets. Sidewalks are not proposed.

Kevin Gritters reviewed his memo. There is not a lot of detail on the plan at this point but he did not see any "deal breaker" items. They are providing drainage in swales and roadside ditches which are not always effective because follow-up maintenance is required and to be kept clean to continue to perform as built.

Engineer Dan Hula and Arn McIntyre representing Kle-Mac Farms LLC reviewed the project, the number of units, the test plan, the drainage plan, wetlands, etc. Wood asked how they justify the extra lots since the parallel plan contains 70 lots and the project contains 75. Hula stated that the density is a benefit, and the open space for the community is also a benefit. Moore also questioned if the extra density is really a public benefit as the extra lots could simply be removed and even more open space could be preserved on the site.

Wood opened the public hearing at 8:49 PM.

- 1) Tony Henges 10222 Tefft. Question on aquifers (upper vs lower) and if there will be a requirement on well depth? Do they do a hydrologic study to determine if there is enough water to supply all these houses? Will that affect any nearby PFAS plumes or pull the plume toward the development? McIntyre said there is no PFAS on the site.
- 2) Chris Hekman 5615 Courtland Meadows. Concerns with density and the amount of traffic funneling out of two exits. Hula stated that standard tapers are all that is required. They have run this design past the Road Commission already and they liked the design. Hekman disputed that this would be a good idea. Hula explained that they would be draining water into the detention basin.
- 3) Katie Scheffler 5945 12 Mile. Question on where all the displaced water will go.
- 4) Krista Grzeszak 10449 Courtland Dr. Question on the houses with frontage on Courtland Drive, if they will be set back from the road or closer to the road.
- 5) Steve Despres 11094 Tefft. Concern over traffic at 12 Mile and Courtland and 13 Mile and Courtland. Traffic there will be a nightmare and there will be more accidents.
- 6) Justin Obermeyer 10170 Courtland. Question on parallel plan and wetland areas. Questioned if the parallel plan is feasible on the site. Could they really get 70 lots on the site if they built the parallel plan?
- 7) Chad Simkins 10555 Courtland Drive. Asked if this was already approved. Also questioned if this maintains the rural feel. There are a lot of homes right up on the road. This does not preserve the rural look and feel. Contrast that with something like Russett Vista on Myers Lake Ave, which is set way back off the road.
- 8) Brenda Hayes 5875 12 Mile Road. Stated that they were told by Jim McIntyre that there was a 99-year lease on the property and that would never be developed so this is disappointing. How much of the tree line will be preserved? McIntyre stated that they are trying to develop this as responsibly as possible.
- 9) Anne McIntyre Harrington. She is one of the owners and didn't want to develop the land at first. However, she thinks it will be a beautiful project. They want to be responsible with the land.
- 10) Russ Williams 5833 12 Mile Rd. Asked about drainage on the largest detention basin. McIntyre stated that the entire project is still designed to maintain the current runoff. Williams asked about the open space? Could it be developed further after that? Wood said no.

- 11) Chad Simkins 10555 Courtland Drive. Concerned about the northerly entrance and the speed of traffic on this street. Thought that the two lots where the northerly entrance meets Courtland Drive should be sacrificed for safety purposes.
- 12) Chris Hekman 5165 Courtland Meadows. Question on process and if the PC can make changes to the plan. Are the developers willing to make some changes for the property owners to the north on Courtland Meadows? Concerned about design and rural character and traffic impact.
- 13) Kim McIntyre 9571 Courtland Dr. Stated that the roads in the development will be public roads and everyone will be able to walk on them. Asked Hula to explain the difference between detention and retention pond. The basin to the north adjacent to Courtland Meadows is a detention basin and will drain pretty quickly.
- 14) Bruce Williams 5830 12 Mile Road. Question on open space. What if people don't maintain the open space?
- 15) Krista Grzeszak 10449 Courtland Dr. Question on how it will affect the school district? Parkside is pretty full right now and adding more kids will make it more cramped. Will people in other areas be subject to any of the rules of the development? She was also told this would be in a trust and wasn't developable.
- 16) Tony Henges 10222 Tefft. Traffic is crazy. No matter which way you go traffic will be bad. Things are quiet and this might be changing. How could they farm the open space? What do they envision for open space?
- 17) The following visits/phone inquiries were made regarding the development at Township Hall:
 - a. Karen Mackell of 10196 Tefft, who was happy with the proposal.
 - b. Kathryn Scheffler 5945 12 Mile Road
 - c. Jennifer Hunter of 10465 Courtland Drive, who was not excited about the idea of a subdivision in her backyard.
 - d. B. Hayes of 5875 12 Mile Road
 - e. Joelle Truskowski, 10355 Tefft, who was concerned with preserving as much of it as possible and still being able to get as much worth out of it as possible. Likes the open space concept.

McIntyre also stated that they are not planning on any streetlights in the project.

Henges asked if the cul-de-sac design was okay with the fire department?

There was a question about whether the PC could approve fewer lots.

Hekman stated that he was under the impression that Courtland Hills was developed to minimize traffic and create as large of a contiguous open space as possible.

Another resident felt that one of the driveways should be on Tefft instead of Courtland Dr.

Wood Closed the public hearing at 9:48 PM.

Miedema thinks there is a lot to think about.

Wood wants Gritters to review the traffic situation with the applicant's engineer and the County. Also wants more information on the benefit to the Township for exceeding the number of lots on the parallel plan. Also, the additional homesites on the road. Moore stated that he wasn't convinced that this project was a good idea given the language in the Master Plan. He felt that the project didn't preserve the rural character that much but appreciated the applicant's attempts to follow the natural contours of the land and preserve open space. He agreed with Wood on the extra lots (exceeding what is shown on the parallel plan) needing justification, as he was not persuaded by the applicant's response to that.

Motion by Miedema to table for a month, and ask the engineer to review the issues involved, and have the applicant submit additional information on the extra lots shown on the parallel plan and how they will address the issues with respect to the houses on Courtland Drive. The motion was supported by Pfeifer and carried 4-0.

At this point in time, Kim McIntyre rejoined the meeting.

6. Old Business

a. **Master Plan Update.** Williams & Works provided a draft Master Plan document. The Commissioners will review it and offer comments at the next meeting.

7. Zoning Administrator Report. Brown reported that there is a rezoning coming up for a property near the corner of 14 Mile Court and Northland Drive.

8. Township Attorney Report. No report

9. Township Board Representative Report. The board is looking at getting microphones. Work continues at the park. The playground will be getting revamped.

10. ZBA Representatives Report. No meeting

11. Adjournment. Motion by Pfeifer to adjourn. The motion was supported by Wood and carried 5-0.

The meeting was adjourned at 10:16 PM.

Respectfully Submitted,

Andy Moore, Secretary

**TOWNSHIP OF COURTLAND
COUNTY OF KENT, MICHIGAN**

At a regular meeting of the Planning Commission of the Township of Courtland, held at the Township Hall, on the 17th day of October, 2023, at 7:00 p.m.

PRESENT: Wood, Miedema, McIntyre, Pfeifer, Moore.

ABSENT: None.

The following preamble and resolution were offered by Miedema and seconded by Pfeifer.

**RESOLUTION TO RECOMMEND PLANNED UNIT
DEVELOPMENT SKETCH PLAN APPROVAL**

[Braeside Estates Phases 3 and Future]

WHEREAS, Braeside Holdings, LLC, (the “Applicant”), has made application for planned unit development approval, residential cluster option, for a subdivision to be located on approximately 101.6 Acres on 11 Mile Road about 1/4 mile east of Courtland Drive; and

WHEREAS, the Applicant has submitted a plan dated September 22, 2023, (the “Plan”) and has requested sketch plan approval for the planned unit development pursuant to Section 9.03.A of the Township Zoning Ordinance.

NOW THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. **Findings.** The Planning Commission makes the following findings with respect to the Development:
 - a. The Development will not substantially alter the character of the general neighborhood for which it is proposed.
 - b. The location of buildings does not unduly impact other single-family uses in the vicinity.

c. The Development will preserve, in perpetuity, large open spaces that the applicant has demonstrated would otherwise be capable of development under existing zoning.

d. The Development can accommodate adequate and safe disposal of sanitary sewage.

e. Following receipt and review of additional evidence in light of the reported presence of PFAS chemicals detected at certain elevations and locations on the property it appears that an adequate and safe source of water for domestic use can be provided by individual private wells on the property, subject to final approval of the Kent County Health Department and other agencies with jurisdiction.

f. The Development meets the standards for size, density, and open space pursuant to Chapter nine of the zoning ordinance.

g. The Township finds that the benefits of the provision of open space is sufficient to justify the addition of one lot more than depicted on the parallel plan.

2. **Layout; Lots.** Sketch plan approval is recommended for a street, lot, and open space layout as shown on the Plan, subject to the terms and conditions of this resolution.

3. **Lot Width Modification.** The Planning Commission hereby determines that lots 52, 55, 65, 69, 82, and 83 provide adequate building area to meet required setbacks and promote the efficient use of land, and pursuant to Section 2.05.B. recommends waiver of the requirement that minimum lot width be maintained to the rear setback line for these lots.

4. **Use.** The lands in the Development may be used for 46 lots, each for the construction of one single-family dwelling and permitted accessory buildings as provided by ordinance.

5. **Subdivision Approval.** The lots within the Development shall be located within one or more subdivisions approved pursuant to the Land Division Act. Recommendation is hereby made

for tentative approval of the preliminary plat of the lots 50-69 comprising Phase 3 in accordance with the layout submitted with the sketch plan, contingent upon (i) receipt of final sketch plan approval of the PUD by the Township Board and compliance with all of the terms and conditions of this resolution, which shall be reviewed and confirmed in connection with final preliminary plat approval; (ii) Township Board approval allowing modification of the requirement for maintaining minimum lot width to the rear setback line for lots 52, 55, 65, 69, 82 and 83; and (iii) Township Board and Kent County Road Commission approval of the street extending more than 2640 feet without a second access to 11 Mile Road.

6. **Roads.**

a. The roads within the development shall all be public roads, dedicated to and accepted by the Kent County Road Commission. The roads shall be installed and constructed at the locations and in the manner shown by the construction plans. The roads shall be constructed by the Developer at no cost to the Township or County and offered for dedication to the County upon completion. Road names shall be approved by the Kent County Road Commission (“KCRC”).

b. Any “reserve strip,” “maintenance agreement” or similar arrangement at the end of the public roads where they connect to adjacent lands shall allow continuation of the public streets, and the Developer or homeowners association shall not retain a right to block access to adjacent lands for such public streets. Proposed maintenance easements or similar documents shall be subject to review and approval of the Township attorney.

c. A temporary cul-de-sac shall be provided at the end of Eagle Nest Drive adjacent to lots 64 and 69 in accordance with KCRC requirements, in an easement that shall be extinguished when the road is continued, and the cul-de-sac is no longer necessary. Similar

arrangements shall be made for future phases until the new connection to 11-Mile Road is completed.

d. Pursuant to section 10.9.A.2 of the Subdivision Ordinance, approval is recommended for streets extending more than 2,640 feet in length from 11-Mile Road in Phase 3 of the Plat as shown on the plan, because not allowing a longer street would result in an inefficient use of land, and construction of the future phases of the project will result in a second entrance to 11-Mile Road. This does not constitute approval at this time for any future extension of the roads in future phases without connection to 11-Mile Road. Approval will be considered if such a request is made for future phases.

7. **Open Space.**

a. Open space shall be provided at the locations shown in the plan. No improvements shall be constructed within the designated open space except construction of storm water management facilities, or as provided below. The open space shall not be used for the temporary or permanent storage of boats, campers, recreational vehicles, or similar items. These restrictions will be included in an applicable deed or homeowners association bylaws. Trails, playgrounds, athletic fields, courts, or other improvements may be constructed within the open space as approved by the Zoning Administrator, who may refer the matter to the Planning Commission. These shall not be considered major amendments to the Plan if such improvements are consistent with the functions and purpose of the open space.

b. Native, non-nuisance species of trees greater than four inches in diameter shall not be removed from the open space, except as necessary for construction of storm water management facilities, connecting trails or other improvements permitted by the Township as described above.

c. No clearing shall occur outside the grading limits marked on the aerial photograph dated and signed by the Planning Commission Chair on October 17, 2023 on file with the Township.

d. The open space shall be available for owners of all lots within the Development. At the Developer's or homeowner's association discretion, the open spaces in this PUD may be made available to the property owners within the Braeside Estates phase 1 and 2 PUD to the east, and likewise open spaces within that development may be made available to owners of property within this development. The open space shall be owned by a homeowner's association or similar organization. Bylaws for use of the open space shall be reviewed and approved by the Township attorney to ensure compliance with Township ordinance and the provisions of this resolution.

8. **Storm Water/Retention/Grading.**

a. Provision for storm water management, grading and soil erosion and sedimentation control shall be as approved by the Kent County Drain Commission and Township Engineer during the process of final site plan approval or subdivision approval. Storm water shall be managed so as not to cause ponding or excessive runoff on neighboring properties or sedimentation in receiving streams, and to minimize the temperature differential to the receiving stream.

b. Storm water management facilities, storm sewers and other drainage routes must be included within drainage easements, if not located in the open space, and in easements in favor of the Kent County Drain Commission if so required.

c. The KCRC must review and approve any road drainage improvements within all public rights-of-way.

d. After the project is completed, the Developer's engineer shall provide a letter certifying that the site was built in accordance with the approvals issued by Courtland Township.

e. The Township may require additional modifications or improvements to storm water management facilities based upon their performance after or during construction. If storm water management facilities, as constructed, result in an increase in rate or volume of flow onto neighboring properties, or cause ponding or excessive runoff on neighboring properties, public rights-of-way, or within the Development, or otherwise are reasonably unsatisfactory, the Developer shall make modifications as approved by the Township engineer to correct the situation.

9. **No Removal of Soils.** No topsoil, sand, gravel, or other soil materials shall be removed from the site, except as permitted by the Zoning Ordinance.

10. **Soil Erosion and Sedimentation Control.** Prior to commencing any clearing, grading or construction of any type, the Developer shall receive a storm water permit from the Township of Courtland, as well as the KCRC, if applicable. In accordance with the Township storm water ordinance, a financial guarantee in an amount of at least \$10,000 will be required as a condition of issuing that permit.

11. **Utilities.** All utilities shall be installed underground and located within public rights-of-way or private easements to be shown on the final Construction Plans.

12. **Street Lighting.** No streetlights shall be installed within the development, except that a streetlight may be installed at the intersection of 11-Mile Road and future Denali Drive.

13. **Lots; Setbacks.** All dwellings constructed on lots within the Development shall have at least the following setbacks and limitations, as provided by Township Ordinance (to be measured as provided by the Township Zoning Ordinance), or greater setbacks if so depicted as the building envelopes on the Plan:

- a. Front Yard – 25 feet.
- b. Side Yard – 10 foot minimum each side.
- c. Rear Yard – 20 feet; or greater distance as required to achieve 110' lot width at this setback.
- d. Maximum Lot Coverage – 25 percent.

Building height, uses, size and location of accessory buildings and other improvements and provisions shall be governed by Township Ordinance, unless more stringent provisions are made by applicable private deed restrictions.

14. **Sewage Disposal and Water Systems.**

- a. Each lot shall be served by an individual sewage disposal system and individual water well, approved by the Kent County Health Department.
- b. Approval is conditioned upon a determination or similar guidance from the Kent County Health Department and/or the Department of Environment, Great Lakes and Energy that the use of individual water wells to serve the development can provide a safe source of drinking water, without endangering the existing aquifer, in consideration of the PFAS substances detected on the site and in the vicinity. A satisfactory determination by these agencies will be considered by the Planning Commission and Township Board as a condition of final PUD site plan approval and final preliminary plat approval.

15. **Signage.** One sign identifying the development may be installed at the entrance to the Development on 11-Mile Road when that entrance is constructed. The sign shall have an area no greater than 32 square feet and height to the top of the sign not more than six above grade. If lighted, the sign shall be internally illuminated, or if externally illuminated, the source of light shall

be enclosed and directed to prevent the source of light from shining directly onto traffic or neighboring property.

16. **Sidewalks.**

a. Sidewalks shall be installed (i) on the north side of Eagle Nest Drive, from the existing sidewalk within Phase 1 of the Braeside Estates to the East, extending to the cul-de-sac adjacent to lots 89-91; (ii) on the west side of Eagles Nest Court extending to the cul-de-sac; and (iii) on the east side of Denali Drive, extending north to 11-Mile Road.

b. Sidewalks shall be installed across those portions of the Development not adjacent to lots and connecting to the sidewalk in Braeside Estates Phase 1 when the adjacent road or road connection to Phase 1 is constructed. Sidewalks shall be constructed across each lot prior to issuance of a certificate of occupancy for the building on a lot; provided, however, that the sidewalk system for a phase shall be installed in its entirety not later than five years after issuance of a certificate of occupancy for the first lot in that phase. A mechanism, satisfactory to the Township attorney, shall be provided such that the obligation to complete sidewalks will be secured, such as posting of a letter of credit or other security, guaranteed by the developer and/or another party separate from the entity which is the developer to ensure completion of the sidewalks.

17. **Recreational Trail.** Provisions shall be made such that the homeowners association will grant to the Township upon request an easement not less than 20 feet in width for pedestrian and non-motorized traffic, along the frontage of 11-Mile Road, and across the access to open space between lots 93 and 94 and across that open space, in a location to be determined, to connect to a possible future trail easement on adjoining lands. The easement shall permit the construction and use of a public non-motorized trail and include a temporary easement as necessary for construction and maintenance of the trail.

18. **Engineer's Requirements.** All requirements of the Township Engineer's letters dated August 31, 2023 and October 10, 2023 must be satisfied.

19. **Phasing.**

a. **Order of Phases.** The Development may be constructed in two or more phases.

b. **Common Areas.** Planned Unit Development approval has been given for the layout of lots and open spaces for the project as a whole. If the Developer exercises this option to construct the Development in phases, the area shown in future phases as open space shall be deed restricted in such a manner as to ensure that the open space requirements of the ordinance are met pending construction of future phases in a manner reviewed and approved by the Township attorney.

c. **Prerequisites to Issuance of Building Permits and Certificates of Occupancy.**

i. **Phase 3.** No certificate of occupancy shall be granted for any building within Phase 3 of the Development (numbered with reference to the phases in Braeside Estates to the east but being the initial phase of this PUD) until (1) the road within Phase 3 and any temporary cul-de-sac has been completed and accepted by the KCRC and sidewalk sections installed as required; (2) all utilities have been installed throughout the Phase; (3) other facilities necessary to the occupation of Phase 3 have been completed (regardless of whether such facilities are located within Phase 3 or another phase), in compliance with this Resolution and other applicable ordinances and laws to the satisfaction of the Township; (4) construction has been reviewed and approved by the Township engineer; (5) any amounts owed to the Township for professional fees or other fees for the project have been paid in full; and (6) as built drawings have been submitted to and approved by the Township engineer. Building permits (but not certificates of occupancy) may be issued in the discretion of the Township for up to five lots in Phase 3, prior to completion of these requirements,

if: (1) the Township determines that the existing road provides safe access to the building site for emergency vehicles and other vehicles; (2) all storm water facilities have been completed and soil stabilization measures taken and approved by the Township engineer; (3) the Developer deposits security to the Township in compliance with Section 15.08 of the Township Ordinance, to ensure completion of the remaining improvements within Phase 3, in an amount determined by the Township in consultation with its engineers based upon the estimated cost of completion of the project; and (4) the Developer is then in compliance with all provisions of this resolution and applicable laws and ordinances, and is current in payment of all required fees.

ii. **Future Phases.** No certificate of occupancy shall be granted for any building within a future phase of the Development until (1) the public road has been completed and accepted by the Kent County Road Commission and any temporary cul-de-sac installed and sidewalk sections installed in that Phase; (2) all utilities have been installed throughout that Phase; (3) other facilities necessary to the occupation of that Phase have been completed (regardless of whether such facilities are located within that Phase), in compliance with this Resolution and other applicable ordinances and laws to the satisfaction of the Township; (4) construction has been reviewed and approved by the Township engineer; (5) any amounts owed to the Township for professional fees or other fees for the project have been paid in full; and (6) as built drawings have been submitted to and approved by the Township engineer. Building permits (but not certificates of occupancy) may be issued in the discretion of the Township for up to three lots in a phase, prior to completion of the project, if: (1) the Township determines that the existing road provides safe access to the building site for emergency vehicles and other vehicles; (2) all storm water facilities have been completed and soil stabilization measures taken and approved by the Township engineer; (3) the Developer deposits security to the Township in compliance with Section 15.08 of the Township Ordinance, to ensure

completion of the remaining improvements within that Phase, in an amount determined by the Township in consultation with its engineers based upon the estimated cost of completion of the project; and (4) all improvements required for the prior Phase have been completed and approved by the Township; and (5) the Developer is then in compliance with all provisions of this resolution and applicable laws and ordinances.

d. **Limitation on Development of Future Phases.** Grading and clearing work in future phases, significantly in advance of the time when lots in that phase will be offered for sale, has the potential to cause sedimentation and dust control and other problems and is to be discouraged. Accordingly, no grading or paving shall take place within future phases until all improvements within the prior Phase have been completed and the Developer certifies to the Township that at least one-half of the lots in the prior Phase have been sold to persons or entities not related to the Developer. This requirement may be relaxed or waived by the Zoning Administrator if satisfied that disturbed soils will be stabilized and if developer's past performance has been satisfactory in this regard.

e. **Grading Limitations; Soil Stabilization and Sedimentation Provisions.** Grading activities shall not take place from December 1 to April 1 in order to limit runoff and sedimentation concerns during months where heavy rainfall or runoff is generally expected, unless the Zoning Administrator determines that favorable weather conditions exist, or other safeguards are in place. The Township may also permit grading outside of that time period, subject to approval by the Zoning Administrator, if it is determined that the terrain is such that runoff and sedimentation is not likely to cause sedimentation problems, or if extraordinary measures are taken to limit runoff and sedimentation. Construction shall be scheduled so that effective stabilization will occur in the same construction season in which grading occurs. The applicant shall notify the Zoning Administrator

prior to commencing any grading activities within the Development. The Zoning Administrator may, in consultation with its engineers, order the deferral or suspension of grading or other activities during periods of heavy precipitation or winds as reasonable to avoid sedimentation and to provide appropriate dust control.

The Developer shall schedule construction such that all roads or parts of roads shall be paved within 60 days after grading commences on those roads. All areas disturbed by grading will be stabilized by use of the soil stabilization methods approved by the Township engineer. Stabilization methods shall be in place within 30 days after grading is complete in an area, and shall be re-seeded or replaced and maintained to provide an effective stabilization of disturbed soils. The Zoning Administrator may waive the requirement for seeding of a particular lot if a building permit has been issued for that lot and if construction of a home commences within thirty days after disturbance of the grade. In addition, the lot owner shall establish a lawn or other appropriate cover on a lot within 90 days after issuance of certificate of occupancy for lot, except if weather conditions do not permit, and this will be a requirement of the deed or similar restrictions for the subdivision. The Township may impose other additional measures to provide for minimization of sedimentation or dust or runoff, based upon construction progress and performance.

20. **Final Site Plan.**

a. Within one year after receiving sketch plan approval from the Township Board, the applicant shall submit a final site plan to the Planning Commission for review in accordance with the zoning ordinance.

b. Final site plan approval shall be a condition of and shall be received prior to approval of a final preliminary plat for the Development.

21. **Violation; Penalties.** The conditions imposed by this resolution are conditions upon site plan approval, violation of which shall constitute a violation of the zoning ordinance. All penalties and remedies available for violation of zoning ordinance shall be available for any failure to comply with this resolution site plan, including but not limited to, withholding or revocation of building permits for lots within the development.

YEAS: Wood, Miedema, McIntyre, Pfeifer, Moore.

NAYS: None.

RESOLUTION DECLARED ADOPTED.

Andy Moore 

Secretary
Courtland Township Planning Commission

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

I, Colleen Brown, the duly qualified and acting Recording Secretary of the Courtland Township Planning Commission, Kent County, Michigan (the "Planning Commission"), do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Planning Commission at the regular meeting thereof held on the 17 day of October, 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed by official signature this 30 day of November, 2023.



Colleen Brown, Zoning Administrator
Courtland Township Planning Commission

Colleen Brown

From: Steve Mojzuk <firechief@courlandtwpmi.gov>

Sent: Tuesday, October 10, 2023 12:45 PM

To: Colleen Brown <cbrown@courlandtwpmi.gov>

Subject: RE: Braeside Estate Phase III, PUD

The fire department has no problem with the length of the proposed streets if it connects back to 11 Mile as shown in the drawings. This gives tenders a one way in and one way out for delivering water in event of a fire.

Thank you,
Chief Mojzuk



Steve Mojzuk
Courtland Fire Chief
7480 - 14 Mile Rd., Rockford Mi. 49341
Ph: 616-813-2961
firechief@courlandtwpMI.gov

**TOWNSHIP OF COURTLAND
COUNTY OF KENT, MICHIGAN**

At a regular meeting of the Township Board of the Township of Courtland, held at the Township Hall, on the 6th day of December, 2023, at 7:00 p.m.

PRESENT: _____.

ABSENT: _____.

The following preamble and resolution were offered by _____ and seconded by _____.

**RESOLUTION TO RECOMMEND PLANNED UNIT
DEVELOPMENT SKETCH PLAN APPROVAL**

RESOLUTION No. 2023-12

[Braeside Estates Phases 3 and Future]

WHEREAS, Braeside Holdings, LLC, (the “Applicant”), has made application for planned unit development approval, residential cluster option, for a subdivision to be located on approximately 101.6 Acres on 11 Mile Road about 1/4 mile east of Courtland Drive; and

WHEREAS, the Applicant has submitted a plan dated September 22, 2023, (the “Plan”) and has requested sketch plan approval for the planned unit development pursuant to Section 9.03.A of the Township Zoning Ordinance; and

WHEREAS, the Planning Commission has conducted a public hearing and has recommended sketch plan approval and tentative preliminary plat approval, subject to the conditions of this resolution; and

WHEREAS, the Township Board has also conducted a public hearing as required by the Michigan Zoning Enabling Act, and has determined to approve the sketch plan and tentative preliminary plat subject to the conditions of this resolution.

NOW THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. **Findings.** The Township Board makes the following findings with respect to the Development:

a. The Development will not substantially alter the character of the general neighborhood for which it is proposed.

b. The location of buildings does not unduly impact other single-family uses in the vicinity.

c. The Development will preserve, in perpetuity, large open spaces that the applicant has demonstrated would otherwise be capable of development under existing zoning.

d. The Development can accommodate adequate and safe disposal of sanitary sewage.

e. Following receipt and review of additional evidence in light of the reported presence of PFAS chemicals detected at certain elevations and locations on the property it appears that an adequate and safe source of water for domestic use can be provided by individual private wells on the property, subject to final approval of the Kent County Health Department and other agencies with jurisdiction.

f. The Development meets the standards for size, density, and open space pursuant to Chapter nine of the zoning ordinance.

g. The Township finds that the benefits of the provision of open space are sufficient to justify the addition of one lot more than depicted on the parallel plan.

2. **Layout; Lots.** Sketch plan approval is given for a street, lot, and open space layout as shown on the Plan, subject to the terms and conditions of this resolution.

3. **Lot Width Modification.** Lots 52, 55, 65, 69, 82, and 83 provide adequate building area to meet required setbacks and promote the efficient use of land, and pursuant to Section 2.05.B. the requirement that minimum lot width be maintained to the rear setback line is waived for these lots.

4. **Use.** The lands in the Development may be used for 46 lots, each for the construction of one single-family dwelling and permitted accessory buildings as provided by ordinance.

5. **Subdivision Approval.** The lots within the Development shall be located within one or more subdivisions approved pursuant to the Land Division Act. Tentative approval is granted for the preliminary plat of the lots 50-69 comprising Phase 3 in accordance with the layout submitted with the sketch plan.

6. **Roads.**

a. The roads within the development shall all be public roads, dedicated to and accepted by the Kent County Road Commission. The roads shall be installed and constructed at the locations and in the manner shown by the construction plans. The roads shall be constructed by the Developer at no cost to the Township or County and offered for dedication to the County upon completion. Road names shall be approved by the Kent County Road Commission (“KCRC”).

b. Any “reserve strip,” “maintenance agreement” or similar arrangement at the end of the public roads where they connect to adjacent lands shall allow continuation of the public streets, and the Developer or homeowners association shall not retain a right to block access to adjacent lands for such public streets. Proposed maintenance easements or similar documents shall be subject to review and approval of the Township attorney.

c. A temporary cul-de-sac shall be provided at the end of Eagle Nest Drive adjacent to lots 64 and 69 in accordance with KCRC requirements, in an easement that shall be

extinguished when the road is continued, and the cul-de-sac is no longer necessary. Similar arrangements shall be made for future phases until the new connection to 11-Mile Road is completed.

d. Pursuant to section 10.9.A.2 of the Subdivision Ordinance, approval is given for streets extending more than 2,640 feet in length from 11-Mile Road in Phase 3 of the Plat as shown on the plan, because not allowing a longer street would result in an inefficient use of land, and construction of the future phases of the project will result in a second entrance to 11-Mile Road. This does not constitute approval at this time for any future extension of the roads in future phases without connection to 11-Mile Road. Approval will be considered if such a request is made for future phases.

7. **Open Space.**

a. Open space shall be provided at the locations shown in the plan. No improvements shall be constructed within the designated open space except construction of storm water management facilities, or as provided below. The open space shall not be used for the temporary or permanent storage of boats, campers, recreational vehicles, or similar items. These restrictions will be included in an applicable deed or homeowners association bylaws. Trails, playgrounds, athletic fields, courts, or other improvements may be constructed within the open space as approved by the Zoning Administrator, who may refer the matter to the Planning Commission. These shall not be considered major amendments to the Plan if such improvements are consistent with the functions and purpose of the open space.

b. Native, non-nuisance species of trees greater than four inches in diameter shall not be removed from the open space, except as necessary for construction of storm water

management facilities, connecting trails or other improvements permitted by the Township as described above.

c. No clearing shall occur outside the grading limits marked on the aerial photograph dated and signed by the Planning Commission Chair on October 17, 2023 on file with the Township.

d. The open space shall be available for owners of all lots within the Development. At the Developer's or homeowner's association discretion, the open spaces in this PUD may be made available to the property owners within the Braeside Estates phase 1 and 2 PUD to the east, and likewise open spaces within that development may be made available to owners of property within this development. The open space shall be owned by a homeowner's association or similar organization. Bylaws for use of the open space shall be reviewed and approved by the Township attorney to ensure compliance with Township ordinance and the provisions of this resolution.

8. **Storm Water/Retention/Grading.**

a. Provision for storm water management, grading and soil erosion and sedimentation control shall be as approved by the Kent County Drain Commission and Township Engineer during the process of final site plan approval or subdivision approval. Storm water shall be managed so as not to cause ponding or excessive runoff on neighboring properties or sedimentation in receiving streams, and to minimize the temperature differential to the receiving stream.

b. Storm water management facilities, storm sewers and other drainage routes must be included within drainage easements, if not located in the open space, and in easements in favor of the Kent County Drain Commission if so required.

c. The KCRC must review and approve any road drainage improvements within all public rights-of-way.

d. After the project is completed, the Developer's engineer shall provide a letter certifying that the site was built in accordance with the approvals issued by Courtland Township.

e. The Township may require additional modifications or improvements to storm water management facilities based upon their performance after or during construction. If storm water management facilities, as constructed, result in an increase in rate or volume of flow onto neighboring properties, or cause ponding or excessive runoff on neighboring properties, public rights-of-way, or within the Development, or otherwise are reasonably unsatisfactory, the Developer shall make modifications as approved by the Township engineer to correct the situation.

9. **No Removal of Soils.** No topsoil, sand, gravel, or other soil materials shall be removed from the site, except as permitted for by the Zoning Ordinance.

10. **Soil Erosion and Sedimentation Control.** Prior to commencing any clearing, grading or construction of any type, the Developer shall receive a storm water permit from the Township of Courtland, as well as the KCRC, if applicable. In accordance with the Township storm water ordinance, a financial guarantee in an amount of at least \$10,000 will be required as a condition of issuing that permit.

11. **Utilities.** All utilities shall be installed underground and located within public rights-of-way or private easements to be shown on the final Construction Plans.

12. **Street Lighting.** No streetlights shall be installed within the development, except that a streetlight may be installed at the intersection of 11-Mile Road and future Denali Drive.

13. **Lots; Setbacks.** All dwellings constructed on lots within the Development shall have at least the following setbacks and limitations, as provided by Township Ordinance (to be measured

as provided by the Township Zoning Ordinance), or greater setbacks if so depicted as the building envelopes on the Plan:

- a. Front Yard – 25 feet.
- b. Side Yard – 10 foot minimum each side.
- c. Rear Yard – 20 feet; or greater distance as required to achieve 110' lot width at this setback.
- d. Maximum Lot Coverage – 25 percent.

Building height, uses, size and location of accessory buildings and other improvements and provisions shall be governed by Township Ordinance, unless more stringent provisions are made by applicable private deed restrictions.

14. **Sewage Disposal and Water Systems.**

- a. Each lot shall be served by an individual sewage disposal system and individual water well, approved by the Kent County Health Department.
- b. Approval is conditioned upon a determination or similar guidance from the Kent County Health Department and/or the Department of Environment, Great Lakes and Energy that the use of individual water wells to serve the development can provide a safe source of drinking water, without endangering the existing aquifer, in consideration of the PFAS substances detected on the site and in the vicinity. A satisfactory determination by these agencies will be considered by the Planning Commission and Township Board as a condition of final PUD site plan approval and final preliminary plat approval.

15. **Signage.** One sign identifying the development may be installed at the entrance to the Development on 11-Mile Road when that entrance is constructed. The sign shall have an area no greater than 32 square feet and height to the top of the sign not more than six above grade. If

lighted, the sign shall be internally illuminated, or if externally illuminated, the source of light shall be enclosed and directed to prevent the source of light from shining directly onto traffic or neighboring property.

16. **Sidewalks.**

a. Sidewalks shall be installed (i) on the north side of Eagle Nest Drive, from the existing sidewalk within Phase 1 of the Braeside Estates to the East, extending to the cul-de-sac adjacent to lots 89-91; (ii) on the west side of Eagles Nest Court extending to the cul-de-sac; and (iii) on the east side of Denali Drive, extending north to 11-Mile Road.

b. Sidewalks shall be installed across those portions of the Development not adjacent to lots and connecting to the sidewalk in Braeside Estates Phase 1 when the adjacent road or road connection to Phase 1 is constructed. Sidewalks shall be constructed across each lot prior to issuance of a certificate of occupancy for the building on a lot; provided, however, that the sidewalk system for a phase shall be installed in its entirety not later than five years after issuance of a certificate of occupancy for the first lot in that phase. A mechanism, satisfactory to the Township attorney, shall be provided such that the obligation to complete sidewalks will be secured, such as posting of a letter of credit or other security, guaranteed by the developer and/or another party separate from the entity which is the developer to ensure completion of the sidewalks.

17. **Recreational Trail.** Provisions shall be made such that the homeowners association will grant to the Township upon request an easement not less than 20 feet in width for pedestrian and non-motorized traffic, along the frontage of 11-Mile Road, and across the access to open space between lots 93 and 94 and across that open space, in a location to be determined, to connect to a possible future trail easement on adjoining lands. The easement shall permit the construction and

use of a public non-motorized trail and include a temporary easement as necessary for construction and maintenance of the trail.

18. **Engineer's Requirements.** All requirements of the Township Engineer's letters dated August 31, 2023 and October 10, 2023 must be satisfied.

19. **Phasing.**

a. **Order of Phases.** The Development may be constructed in two or more phases.

b. **Common Areas.** Planned Unit Development approval has been given for the layout of lots and open spaces for the project as a whole. If the Developer exercises this option to construct the Development in phases, the area shown in future phases as open space shall be deed restricted in such a manner as to ensure that the open space requirements of the ordinance are met pending construction of future phases in a manner reviewed and approved by the Township attorney.

c. **Prerequisites to Issuance of Building Permits and Certificates of Occupancy.**

i. **Phase 3.** No certificate of occupancy shall be granted for any building within Phase 3 of the Development (numbered with reference to the phases in Braeside Estates to the east but being the initial phase of this PUD) until (1) the road within Phase 3 and any temporary cul-de-sac has been completed and accepted by the KCRC and sidewalk sections installed as required; (2) all utilities have been installed throughout the Phase; (3) other facilities necessary to the occupation of Phase 3 have been completed (regardless of whether such facilities are located within Phase 3 or another phase), in compliance with this Resolution and other applicable ordinances and laws to the satisfaction of the Township; (4) construction has been reviewed and approved by the Township engineer; (5) any amounts owed to the Township for professional fees or other fees for the project have been paid in full; and (6) as built drawings have been submitted to and approved by the

Township engineer. Building permits (but not certificates of occupancy) may be issued in the discretion of the Township for up to five lots in Phase 3, prior to completion of these requirements, if: (1) the Township determines that the existing road provides safe access to the building site for emergency vehicles and other vehicles; (2) all storm water facilities have been completed and soil stabilization measures taken and approved by the Township engineer; (3) the Developer deposits security to the Township in compliance with Section 15.08 of the Township Ordinance, to ensure completion of the remaining improvements within Phase 3, in an amount determined by the Township in consultation with its engineers based upon the estimated cost of completion of the project; and (4) the Developer is then in compliance with all provisions of this resolution and applicable laws and ordinances, and is current in payment of all required fees.

ii. **Future Phases.** No certificate of occupancy shall be granted for any building within a future phase of the Development until (1) the public road has been completed and accepted by the Kent County Road Commission and any temporary cul-de-sac installed and sidewalk sections installed in that Phase; (2) all utilities have been installed throughout that Phase; (3) other facilities necessary to the occupation of that Phase have been completed (regardless of whether such facilities are located within that Phase), in compliance with this Resolution and other applicable ordinances and laws to the satisfaction of the Township; (4) construction has been reviewed and approved by the Township engineer; (5) any amounts owed to the Township for professional fees or other fees for the project have been paid in full; and (6) as built drawings have been submitted to and approved by the Township engineer. Building permits (but not certificates of occupancy) may be issued in the discretion of the Township for up to three lots in a phase, prior to completion of the project, if: (1) the Township determines that the existing road provides safe access to the building site for emergency vehicles and other vehicles; (2) all storm water facilities have been completed and

soil stabilization measures taken and approved by the Township engineer; (3) the Developer deposits security to the Township in compliance with Section 15.08 of the Township Ordinance, to ensure completion of the remaining improvements within that Phase, in an amount determined by the Township in consultation with its engineers based upon the estimated cost of completion of the project; and (4) all improvements required for the prior Phase have been completed and approved by the Township; and (5) the Developer is then in compliance with all provisions of this resolution and applicable laws and ordinances.

d. **Limitation on Development of Future Phases.** Grading and clearing work in future phases, significantly in advance of the time when lots in that phase will be offered for sale, has the potential to cause sedimentation and dust control and other problems and is to be discouraged. Accordingly, no grading or paving shall take place within future phases until all improvements within the prior Phase have been completed and the Developer certifies to the Township that at least one-half of the lots in the prior Phase have been sold to persons or entities not related to the Developer. This requirement may be relaxed or waived by the Zoning Administrator if satisfied that disturbed soils will be stabilized and if developer's past performance has been satisfactory in this regard.

e. **Grading Limitations; Soil Stabilization and Sedimentation Provisions.** Grading activities shall not take place from December 1 to April 1 in order to limit runoff and sedimentation concerns during months where heavy rainfall or runoff is generally expected, unless the Zoning Administrator determines that favorable weather conditions exist, or other safeguards are in place. The Township may also permit grading outside of that time period, subject to approval by the Zoning Administrator, if it is determined that the terrain is such that runoff and sedimentation is not likely to cause sedimentation problems, or if extraordinary measures are taken to limit runoff and

sedimentation. Construction shall be scheduled so that effective stabilization will occur in the same construction season in which grading occurs. The applicant shall notify the Zoning Administrator prior to commencing any grading activities within the Development. The Zoning Administrator may, in consultation with its engineers, order the deferral or suspension of grading or other activities during periods of heavy precipitation or winds as reasonable to avoid sedimentation and to provide appropriate dust control.

The Developer shall schedule construction such that all roads or parts of roads shall be paved within 60 days after grading commences on those roads. All areas disturbed by grading will be stabilized by use of the soil stabilization methods approved by the Township engineer. Stabilization methods shall be in place within 30 days after grading is complete in an area, and shall be re-seeded or replaced and maintained to provide an effective stabilization of disturbed soils. The Zoning Administrator may waive the requirement for seeding of a particular lot if a building permit has been issued for that lot and if construction of a home commences within thirty days after disturbance of the grade. In addition, the lot owner shall establish a lawn or other appropriate cover on a lot within 90 days after issuance of certificate of occupancy for lot, except if weather conditions do not permit, and this will be a requirement of the deed or similar restrictions for the subdivision. The Township may impose other additional measures to provide for minimization of sedimentation or dust or runoff, based upon construction progress and performance.

20. **Final Site Plan.**

a. Within one year after receiving sketch plan approval from the Township Board, the applicant shall submit a final site plan to the Planning Commission for review in accordance with the zoning ordinance.

b. Final site plan approval shall be a condition of and shall be received prior to approval of a final preliminary plat for the Development.

21. **Violation; Penalties.** The conditions imposed by this resolution are conditions upon site plan approval, violation of which shall constitute a violation of the zoning ordinance. All penalties and remedies available for violation of zoning ordinance shall be available for any failure to comply with this resolution site plan, including but not limited to, withholding or revocation of building permits for lots within the development.

YEAS: _____.

NAYS: _____.

ABSENT: _____.

RESOLUTION DECLARED ADOPTED.

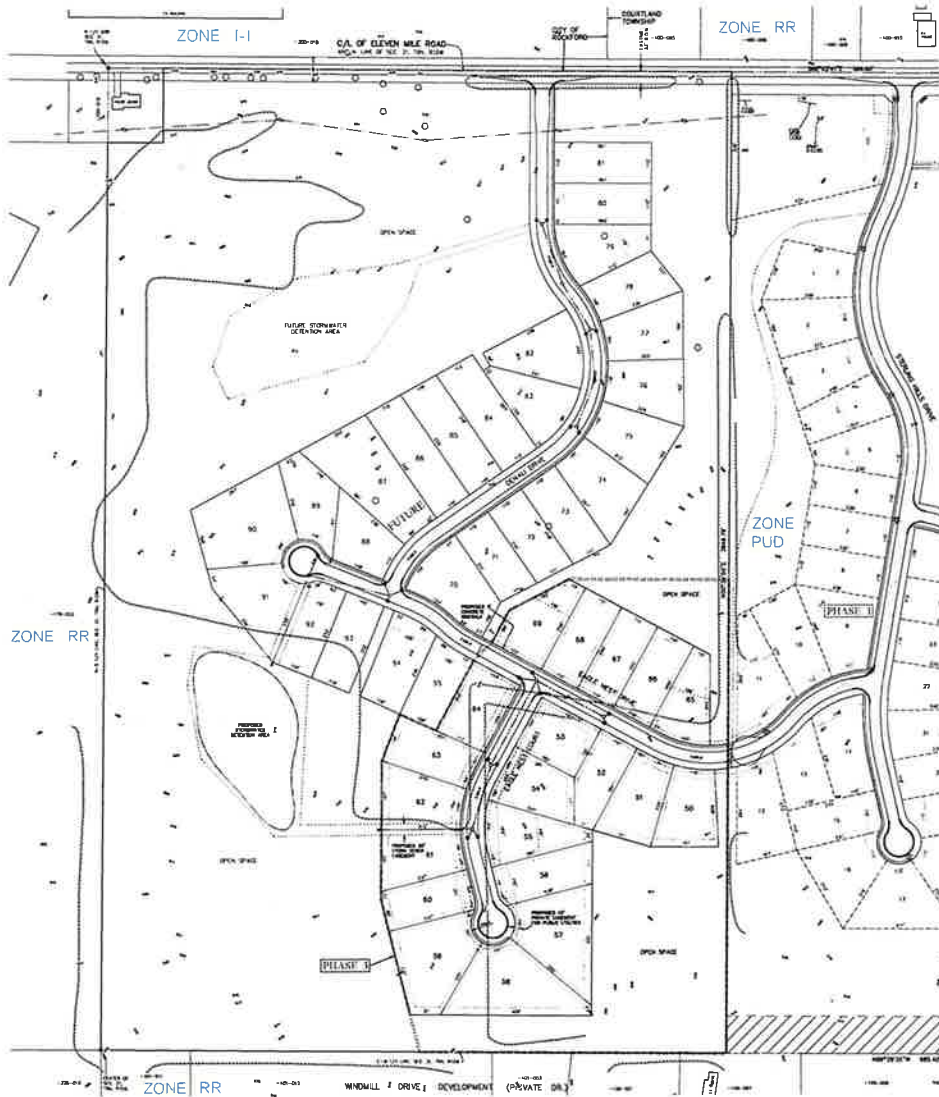
Susan K. Hartman, Clerk
Township of Courtland

STATE OF MICHIGAN)
) ss.
COUNTY OF KENT)

I, Susan Hartman, the duly qualified clerk of Courtland Township, Kent County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting thereof held on the 6th day of December, 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

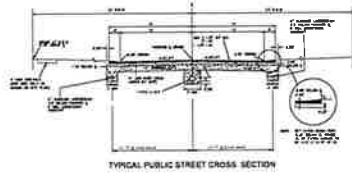
IN WITNESS WHEREOF, I have affixed by official signature this 6th day of December, 2023.

Susan K. Hartman, Clerk
Township of Courtland



PHASE 1		PHASE 2		PHASE 3	
AREA	ACRES	AREA	ACRES	AREA	ACRES
1	1.2	1	1.5	1	1.8
2	1.5	2	2.0	2	2.5
3	1.8	3	2.5	3	3.0
4	2.1	4	3.0	4	3.5
5	2.4	5	3.5	5	4.0
6	2.7	6	4.0	6	4.5
7	3.0	7	4.5	7	5.0
8	3.3	8	5.0	8	5.5
9	3.6	9	5.5	9	6.0
10	3.9	10	6.0	10	6.5
11	4.2	11	6.5	11	7.0
12	4.5	12	7.0	12	7.5
13	4.8	13	7.5	13	8.0
14	5.1	14	8.0	14	8.5
15	5.4	15	8.5	15	9.0
16	5.7	16	9.0	16	9.5
17	6.0	17	9.5	17	10.0
18	6.3	18	10.0	18	10.5
19	6.6	19	10.5	19	11.0
20	6.9	20	11.0	20	11.5
21	7.2	21	11.5	21	12.0
22	7.5	22	12.0	22	12.5
23	7.8	23	12.5	23	13.0
24	8.1	24	13.0	24	13.5
25	8.4	25	13.5	25	14.0
26	8.7	26	14.0	26	14.5
27	9.0	27	14.5	27	15.0
28	9.3	28	15.0	28	15.5
29	9.6	29	15.5	29	16.0
30	9.9	30	16.0	30	16.5
31	10.2	31	16.5	31	17.0
32	10.5	32	17.0	32	17.5
33	10.8	33	17.5	33	18.0
34	11.1	34	18.0	34	18.5
35	11.4	35	18.5	35	19.0
36	11.7	36	19.0	36	19.5
37	12.0	37	19.5	37	20.0
38	12.3	38	20.0	38	20.5
39	12.6	39	20.5	39	21.0
40	12.9	40	21.0	40	21.5
41	13.2	41	21.5	41	22.0
42	13.5	42	22.0	42	22.5
43	13.8	43	22.5	43	23.0
44	14.1	44	23.0	44	23.5
45	14.4	45	23.5	45	24.0
46	14.7	46	24.0	46	24.5
47	15.0	47	24.5	47	25.0
48	15.3	48	25.0	48	25.5
49	15.6	49	25.5	49	26.0
50	15.9	50	26.0	50	26.5
51	16.2	51	26.5	51	27.0
52	16.5	52	27.0	52	27.5
53	16.8	53	27.5	53	28.0
54	17.1	54	28.0	54	28.5
55	17.4	55	28.5	55	29.0
56	17.7	56	29.0	56	29.5
57	18.0	57	29.5	57	30.0
58	18.3	58	30.0	58	30.5
59	18.6	59	30.5	59	31.0
60	18.9	60	31.0	60	31.5
61	19.2	61	31.5	61	32.0
62	19.5	62	32.0	62	32.5
63	19.8	63	32.5	63	33.0
64	20.1	64	33.0	64	33.5
65	20.4	65	33.5	65	34.0
66	20.7	66	34.0	66	34.5
67	21.0	67	34.5	67	35.0
68	21.3	68	35.0	68	35.5
69	21.6	69	35.5	69	36.0
70	21.9	70	36.0	70	36.5
71	22.2	71	36.5	71	37.0
72	22.5	72	37.0	72	37.5
73	22.8	73	37.5	73	38.0
74	23.1	74	38.0	74	38.5
75	23.4	75	38.5	75	39.0
76	23.7	76	39.0	76	39.5
77	24.0	77	39.5	77	40.0
78	24.3	78	40.0	78	40.5
79	24.6	79	40.5	79	41.0
80	24.9	80	41.0	80	41.5
81	25.2	81	41.5	81	42.0
82	25.5	82	42.0	82	42.5
83	25.8	83	42.5	83	43.0
84	26.1	84	43.0	84	43.5
85	26.4	85	43.5	85	44.0
86	26.7	86	44.0	86	44.5
87	27.0	87	44.5	87	45.0
88	27.3	88	45.0	88	45.5
89	27.6	89	45.5	89	46.0
90	27.9	90	46.0	90	46.5
91	28.2	91	46.5	91	47.0
92	28.5	92	47.0	92	47.5
93	28.8	93	47.5	93	48.0
94	29.1	94	48.0	94	48.5
95	29.4	95	48.5	95	49.0
96	29.7	96	49.0	96	49.5
97	30.0	97	49.5	97	50.0
98	30.3	98	50.0	98	50.5
99	30.6	99	50.5	99	51.0
100	30.9	100	51.0	100	51.5

- Notes:
1. All dimensions are in feet unless otherwise noted.
 2. All areas are in acres unless otherwise noted.
 3. All bearings are in degrees, minutes and seconds.
 4. All curves are in feet unless otherwise noted.
 5. All easements are in feet unless otherwise noted.
 6. All setbacks are in feet unless otherwise noted.
 7. All lot areas are in acres unless otherwise noted.
 8. All street widths are in feet unless otherwise noted.
 9. All street lengths are in feet unless otherwise noted.
 10. All street areas are in acres unless otherwise noted.
 11. All street volumes are in cubic feet unless otherwise noted.
 12. All street capacities are in gallons per minute unless otherwise noted.
 13. All street pressures are in pounds per square foot unless otherwise noted.
 14. All street materials are in feet unless otherwise noted.
 15. All street structures are in feet unless otherwise noted.
 16. All street utilities are in feet unless otherwise noted.
 17. All street signs are in feet unless otherwise noted.
 18. All street lighting is in feet unless otherwise noted.
 19. All street furniture is in feet unless otherwise noted.
 20. All street landscaping is in feet unless otherwise noted.



LEGEND

PROPOSED PUD AND PRELIMINARY PLAT

FOR: BRANDEE ESTATES PHASE 3

C/O: 1000 S. 10TH AVENUE, SUITE 100, BOZEMAN, MONTANA 59717

DATE: 10/15/2010

SCALE: 1" = 100'

PROPOSED PUD AND PRELIMINARY PLAT

FOR: BRANDEE ESTATES PHASE 3

C/O: 1000 S. 10TH AVENUE, SUITE 100, BOZEMAN, MONTANA 59717

DATE: 10/15/2010

SCALE: 1" = 100'

excel engineering, inc.

1000 S. 10TH AVENUE, SUITE 100, BOZEMAN, MONTANA 59717

PHASE 3