

AGENDA

COURTLAND TOWNSHIP BOARD REGULAR MEETING

April 10, 2024 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 –March 13, 2024, 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. Ball Field Fence
7. New Business:
 - A. Ordinance No. 2024-01 Rockford Water Service Area Ordinance
 - B. Little Brower Lake Improvement Board appointments
8. Public Comment
9. Board Member Comments
10. Adjournment



Courtland Township Report for March 2024

Calls for Service:

• Alarms	3
• Animal Complaints	5
• Assists/Civil Matters/Welfare/Mental	9
• Car v Deer	1 (also 1 car v turkey)
• CPS/APS	2
• Domestic Assault/Argument	3
• Fraud	1
• Larceny/Theft	1
• Drunk Driving/Misdemeanor Traffic	1
• Threats/Stalking/Harass/PPO	1
• Suicide (Threats/Completed/Attempted)	3
• Suspicious Situation/Person	5
• Traffic Crashes	7 (1 Alcohol related)
• Traffic Stops	56
• VCSA (Drugs)	1
• Warrant Arrests	2
Total:	110

Michelle LaJoye-Young
SHERIFF

Bryan Muir
UNDERSHERIFF

*Fraud report where the suspect claimed to be from Amazon's fraud department. Victim was then contacted by someone claiming to be a police officer who instructed the victim to move money from her bank accounts because of the fraud. Suspects were able to defraud the victim out of thousands of dollars. After the investigation, the suspects are believed to be in India.

*Report of a catalytic converter cut off a truck.

*Reminder to keep vehicles locked and remove valuables due to on-going problems with vehicles being broken into/stolen throughout the county. Early this week Grattan and Vergennes Townships were targeted.

*A percentage of incidents in Courtland/Algoma for the month was 32%/68%



UNAPPROVED

MINUTES
COURTLAND TOWNSHIP
REGULAR BOARD MEETING
March 13, 2024 - 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 Porter.

Members absent: McIntyre

Also present: Fire Chief, Steve Mojzuk, and 5 spectators.

APPROVAL OF AGENDA:

Approval of agenda – Agenda amended by McConnon to add item E. Softball Fence to New Business. A motion by Porter, Andersen seconded to approve the agenda, as amended. All yes, motion carried.

PUBLIC COMMENT:

A resident commented that \$4 million dollars is a large fund balance to maintain when only a 3–6 month cash reserve is really necessary in his opinion. He suggested using part of the fund balance to keep the fire millage at the current level instead of asking residents for an increase.

PUBLIC BUDGET HEARING: FISCAL YEAR 2024-25

Moved by Andersen, seconded by Frandsen to open the Public Hearing. All yes, motion carried.

Hearing was opened to questions from attendees. None were presented. Public Hearing was closed.

Discussion was held on the Fiscal Year 2024-2025 budgets presented: A motion was made by Porter, seconded by Frandsen, to approve the proposed budget items A.-D., General Fund, Fire Fund, Sewer Fund and Special Assessment-Lakes. All yes, motion carried.

A motion was made by Frandsen, seconded by Andersen, to approve Resolution 2024-06, Township Board Salary Schedule. All yes, motion carried.

APPROVAL OF CONSENT AGENDA:

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

Roll call vote; All yes; motion carried.

Approval of Minutes: Regular Board meeting February 14, 2024.

Treasurer's Report: Approval of bills for payment- General, Sewer, Lake, and Fire Funds. All yes, motion carried.

STANDING REPORTS:

Kent County Sheriff - Lt. Cammenga reported 30 fewer responses for traffic accidents, mostly due to improved weather driving conditions. Two OWI were cited and an increase in car break-ins with one vehicle stolen. Courtland Township accounted for 34% of calls and Algoma accounted for 66% of calls.

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

NKSA: Truck was purchased at the last meeting.

GVMC: Approved budget for coming year.

GGTC: No meeting was held.

Rockford Area Community Endowment: Name has been changed to Rockford Area Community Endowment Foundation and two new board members were added. The April meeting will be at Courtland Township.

Courtland Township Park & Trails: New playground equipment has been purchased. Installation is set to begin April 29 and expected to be completed before Memorial Day. Bids for Annis Fish Hatchery Preserve boardwalk will be going out April 8. Boulders are being moved to make the trail open to foot traffic only and improvements to the Artesian well were discussed. A local Scout troop will be helping with a park clean-up project.

Fire Chief's Report: Number of calls for February was 28. (Full report included in Board Packet) New hire on agenda will bring the total number of firefighters to 18.

Zoning Board of Appeals: Met last week to consider a variance for a property on JeNeBe, new construction, granted variance for set back on the lake side, variance request for garage was tabled.

Planning Commission Report: Meeting in April, Pine River Condos on the agenda

OLD BUSINESS:

- A. Township Sign Proposal- Moved to accept the Postma Sign bid for 3 signs, not to exceed \$10,000. Moved by Andersen, seconded by Porter. All yes, motion carried.

NEW BUSINESS:

- A. New Hire- Motion to hire Isaac Slagel as new firefighter was made by Porter, seconded by Brown. All yes, motion carried.
- B. Cemetery Lawn Care- Motion to accept the bid from O'Dowd Landscaping for Cemetery Lawn Care, made by Hartman, seconded by Frandsen. Yes: Frandsen, Brown, Hartman, Andersen, McConnon, No: Porter. Motion carried.
Motion to accept the bid from O'Dowd Landscaping to provide all stated lawn care services for Township Offices, Fire Station 1 and 2, made by Hartman, seconded by Frandsen. All yes, motion carried.
- C. Fee Schedule- No Changes were made to the Fee Schedule. Prices for burials are set by Venman's, so those fees are at their discretion.
- D. Pricing for Cemetery Lots- Motion was made to increase the price of cemetery lots to \$200 for residents and \$400 for non-residents by Porter, seconded by Andersen. Yes: Porter, Brown, Hartman, Andersen, McConnon, No: Frandsen. Motion carried.
- E. Softball Fence- Motion to table Item E, bids for the Softball Fence, by Andersen, seconded by Brown. All yes, motion carried.

PUBLIC COMMENT:

Fire Chief thanked the board members for their support of the Fire Department.

BOARD MEMBER COMMENTS:

None

Next Regular Board Meeting will be April 10, 2024, at 7:00 PM.

ADJOURNMENT:

With no further business the board meeting was adjourned at 9:10 PM.

Respectfully submitted,

Dated: _____

Susan K. Hartman, Clerk

Dated: _____

Matt McConnon, Supervisor

COURTLAND TOWNSHIP TREASURER REPORT

February 29, 2024

February 28, 2023

GENERAL FUND	TOTAL	3,859,937.35	3,546,255.79
CHOICE ONE CHECKING.....	1,336,722.22		
CHOICE ONE NEW CD.....	520,959.99		
MI CLASS	1,062,486.47		
LAKE MI CU CD #2.....	626,903.22		
KENT CO INV POOL.....	306,276.92		
CASH BOX.....	200.00		
GENERAL ESCROW.....	6,388.53		
ARPA FUND	TOTAL	445,131.46	913,197.92
CHOICE ONE ARPA FUND	119,470.52		
MI CLASS	325,660.94		
FIRE FUND	TOTAL	982,724.00	857,314.65
CHOICE ONE CHECKING.....	351,054.06		
KENT CO INV POOL.....	227,092.15		
MI CLASS.....	404,577.79		
SPECIAL ASSESSMENT LAKES	TOTAL	104,425.95	107,468.93
BIG BROWER # 897/232.....	21,753.40		
LITTLE BROWER # 898/233.....	7,368.15		
MYERS LAKE # 899/234.....	75,304.40		
SEWER	TOTAL	845,607.31	506,223.42
CHOICE ONE CHECKING.....	845,607.31		
TAX COLLECTION	TOTAL	1,197,047.82	936,471.79
CHOICE ONE CHECKING.....	1,196,821.21		
MI CLASS	226.61		
Tax collection not included in totals		6,237,826.07	5,930,460.71

TREASURER'S 2023 - 2024 MONTHLY INTEREST

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	24-Mar	YTD
GENERAL FUND													
GENERAL FUND CHECKING CHOICE ONE 1%	889.11	1,116.29	1,084.19	939.70	836.35	901.09	829.20	847.42	763.92	883.75	950.81	1,070.78	11,112.61
MI CLASS GENERAL FUND 5.4533%	0.00	3,467.02	4,388.73	4,598.95	4,768.23	4,657.92	4,851.04	4,764.07	4,951.96	4,948.40	4,580.42		45,976.74
KENT COUNTY FUND LEDGER 3.924%	1,755.28	1,779.14	1,395.51	743.35	770.38	831.16	893.87	968.15	996.54	975.45	984.64		12,093.47
CHOICE ONE CD NEW 5.125% matures 5/24	858.34	0.00	2,058.90	2,067.39	2,075.89	2,084.44	2,093.03	2,101.65	2,115.90	2,121.89	2,130.60		19,708.03
LMCU CD #2 5.252% matures 9/24	323.03	333.97	334.34	1,375.44	2,712.14	2,636.36	2,736.00	2,659.55	2,760.07	2,772.38	2,605.08		21,248.36
TOTAL INTEREST ON INVESTMENTS	3,825.76	6,696.42	9,261.67	9,724.83	11,162.99	11,110.97	11,403.14	11,340.84	11,588.39	11,701.87	11,251.55	1,070.78	110,139.21
ARPA FUND													
ARPA FUND CHOICE ONE INTEREST 1%	32.79	54.35	119.74	60.48	74.67	58.26	54.56	53.65	55.49	55.39	87.23	101.19	807.80
MI CLASS ARPA 5.4533%	3,536.72	3,626.16	2,808.79	2,768.94	2,587.49	2,527.59	2,632.42	2,585.23	2,687.18	2,685.23	1,591.42		30,037.17
TOTAL INTEREST ARPA FUND	3,569.51	3,680.51	2,928.53	2,829.42	2,662.16	2,585.85	2,686.98	2,638.88	2,742.67	2,740.62	1,678.65	101.19	30,844.97
FIRE SPECIAL REVENUE FUND													
FIRE FUND CHECKING CHOICE ONE 1%	121.02	89.36	61.90	52.65	46.13	33.92	22.56	72.36	62.98	82.02	262.15	343.59	1,250.64
FIRE LMCU CD .995 matured 5/4/23 to MI CLASS	171.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		171.67
KENT COUNTY FUND LEDGER 3.924%	486.81	493.43	539.84	551.16	571.21	616.27	662.77	717.84	738.90	723.26	730.07		6,831.56
MI CLASS FIRE FUND 5.4533%	1,454.98	2,359.09	2,405.75	2,521.01	2,613.80	2,553.34	2,659.22	2,189.22	1,885.62	1,884.27	1,744.14		24,270.44
TOTAL INTEREST ON INVESTMENTS	2,234.48	2,941.88	3,007.49	3,124.82	3,231.14	3,203.53	3,344.55	2,979.42	2,687.50	2,689.55	2,736.36	343.59	32,524.31
INLAND LAKES SPECIAL REVENUE FUND													
INLAND LAKES CHOICE ONE BANK - BB	18.22	19.83	17.29	12.75	11.19	10.49	9.96	9.95	10.29	11.51	14.63	18.01	164.12
INLAND LAKES CHOICE ONE BANK - LB	18.73	20.37	17.78	13.11	11.50	10.79	10.24	10.23	10.57	11.83	15.03	18.51	168.69
INLAND LAKES CHOICE ONE BANK - ML	60.70	66.02	57.61	42.48	37.26	34.96	33.18	33.16	34.27	38.32	48.73	59.99	546.68
GRAND TOTAL FOR ALL LAKES 1%	97.65	106.22	92.68	68.34	59.95	56.24	53.38	53.34	55.13	61.66	78.39	96.51	879.49
SEWER ENTERPRISE FUND													
SEWER FUND CHECKING CHOICE ONE BANK 1%	383.80	439.35	440.63	427.43	534.01	517.85	558.55	599.44	599.06	634.44	687.56	707.26	6,529.38
CHOICE TAX FUND INTEREST (NOT INCLUDED IN YTD)													
MI CLASS 5.4533%	11.87	5.31	5.27	419.26	816.25	2,579.23	1,888.55	47.13	395.07	859.05	805.65	448.93	8,281.57
	0.31	0.01	0.00	0.00	0.00	12,758.11	2,257.12	3.44	683.74	5,431.90	0.91		21,135.54
MONTHLY TOTALS	10,111.20	13,864.38	15,731.00	16,174.84	17,650.25	17,474.44	18,046.60	17,611.92	17,672.75	17,828.14	16,432.51	2,319.33	180,917.36

GENERAL FUND CHECKING CHOICE ONE 1%
MI CLASS GENERAL FUND 5.4533%
KENT COUNTY FUND LEDGER 3.924%
CHOICE ONE CD NEW 5.125% matures 5/24
LMCU CD #2 5.252% matures 9/24
TOTAL INTEREST ON INVESTMENTS

ARPA FUND
ARPA FUND CHOICE ONE INTEREST 1%
MI CLASS ARPA 5.4533%
TOTAL INTEREST ARPA FUND

FIRE SPECIAL REVENUE FUND
FIRE FUND CHECKING CHOICE ONE 1%
FIRE LMCU CD .995 matured 5/4/23 to MI CLASS
KENT COUNTY FUND LEDGER 3.924%
MI CLASS FIRE FUND 5.4533%
TOTAL INTEREST ON INVESTMENTS

INLAND LAKES SPECIAL REVENUE FUND
232 INLAND LAKES CHOICE ONE BANK - BB
233 INLAND LAKES CHOICE ONE BANK - LB
234 INLAND LAKES CHOICE ONE BANK - ML
GRAND TOTAL FOR ALL LAKES 1%

SEWER ENTERPRISE FUND
2224 SEWER FUND CHECKING CHOICE ONE BANK 1%

CHOICE TAX FUND INTEREST (NOT INCLUDED IN YTD)
MI CLASS 5.4533%

MONTHLY TOTALS

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GFUND GENERAL FUND					
03/06/2024	GFUND	31259	ADVANCE	ADVANCE DOCUMENT DISTRUCTION	100.00
03/06/2024	GFUND	31260	APEX	APEX SOFTWARE	520.00
03/06/2024	GFUND	31261	MISC	AUBRIE FRENCH	104.00
03/06/2024	GFUND	31262	CINTAS	CINTAS	93.79
03/06/2024	GFUND	31263	GLREC	GREAT LAKES RECREATION	161,477.38
03/06/2024	GFUND	31264	KCOTREAS1	KENT COUNTY TREASURER	885.00
03/06/2024	GFUND	31265	MISC	KIMBERLY GEROW	100.00
03/06/2024	GFUND	31266	PITNEY	PITNEY BOWES GLOBAL	238.71
03/06/2024	GFUND	31267	STRATUS	STRATUS BUILDING SOLUTIONS	315.00
03/06/2024	GFUND	31268	VC3 INC	VC3, INC	208.50
03/06/2024	GFUND	31269	WAM	WAM	2,634.69
03/11/2024	GFUND	31305	CONSUMERS	CONSUMERS ENERGY	551.36
03/11/2024	GFUND	31306	KCOTREAS1	KENT COUNTY TREASURER	6,981.69
03/11/2024	GFUND	31307	SQUIRE	ROCKFORD SQUIRE NEWSPAPER	610.00
03/11/2024	GFUND	31308	VERIZON	VERIZON	416.57
03/11/2024	GFUND	31309	DES	DES MOINES STAMP	68.00
03/11/2024	GFUND	31310	DTE	DTE ENERGY	347.69
03/13/2024	GFUND	31311	APPLIED	APPLIED INNOVATION	125.62
03/13/2024	GFUND	31312	MISC	INTERNAL REVENUE SERVICE	204.22
03/13/2024	GFUND	31313	PREIN	PREIN & NEWHOF	5,912.85
03/21/2024	GFUND	31316	MORGAN	BETH MORGAN	253.24
03/21/2024	GFUND	31317	CONSUMERS	CONSUMERS ENERGY	522.54
03/21/2024	GFUND	31318	ELECTION	ELECTION SOURCE	2,673.00
03/21/2024	GFUND	31319	FIRST	FIRST NATIONAL BANK OF OMAHA	296.84
03/21/2024	GFUND	31320	MISC	JULIE DAY	125.00
03/21/2024	GFUND	31321	MISC	MARLANA KOOISTRA	125.00
03/21/2024	GFUND	31322	MISC	MARY HOORN	125.00
03/21/2024	GFUND	31323	MASTERS	MASTERS TELECOM LLC	16.39
03/21/2024	GFUND	31324	MTA	MICHIGAN TOWNSHIPS ASSOC.	25.00
03/21/2024	GFUND	31325	MICHWAVE	MICHWAVE TECHNOLOGIES INC	125.00
03/21/2024	GFUND	31326	VENMANS	VENMAN'S LANDSCAPE SERV.	720.00
03/25/2024	GFUND	31327	KCOTREAS1	KENT COUNTY TREASURER	9,428.69
03/25/2024	GFUND	31328	MIKA	MIKA MEYERS BECKETT & JONES PLC	3,100.50
03/25/2024	GFUND	31329	MISC	SUSAN OAKS	125.00
03/25/2024	GFUND	31330	VENMANS	VENMAN'S LANDSCAPE SERV.	385.00
03/25/2024	GFUND	31331	POSTEMA	POSTEMA SIGNS & GRAPHICS	5,165.00
03/28/2024	GFUND	31332	CARROT	CARROT-TOP INDUSTRIES INC	45.80
03/28/2024	GFUND	31333	KCOTREAS1	KENT COUNTY TREASURER	887.50
03/28/2024	GFUND	31334	PREIN	PREIN & NEWHOF	20.00
03/28/2024	GFUND	31335	QUILL	QUILL CORPORATION	570.95
03/28/2024	GFUND	31336	VENMANS	VENMAN'S LANDSCAPE SERV.	1,215.00

GFUND TOTALS:

Total of 41 Checks:	207,845.52
Less 0 Void Checks:	0.00
Total of 41 Disbursements:	<u>207,845.52</u>

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank FFUND FIRE FUND					
03/11/2024	FFUND	6332	AUTO	AUTO-WARES GROUP	118.80
03/11/2024	FFUND	6333	CINTAS	CINTAS	61.30
03/11/2024	FFUND	6334	HARDWARE	GREAT LAKES ACE	79.30
03/11/2024	FFUND	6335	SPECTRUM	SPECTRUM	61.99
03/11/2024	FFUND	6336	STRATUS	STRATUS BUILDING SOLUTIONS	195.00
03/21/2024	FFUND	6337	COURTLAND	COURTLAND TOWNSHIP	6,379.11
03/25/2024	FFUND	6338	CONSUMERS	CONSUMERS ENERGY	496.63
03/25/2024	FFUND	6339	CSI	CSI EMERGENCY APPARATUS LLC	1,570.00
03/25/2024	FFUND	6340	DTE	DTE ENERGY	757.01
03/25/2024	FFUND	6341	FIRST	FIRST NATIONAL BANK OF OMAHA	1,920.59
03/25/2024	FFUND	6342	H&H	H&H PLUMBING & HEATING	2,487.95
03/25/2024	FFUND	6343	MISC	MI RESCUE RESOURCES LLC	460.00
03/25/2024	FFUND	6344	MICHWAVE	MICHWAVE TECHNOLOGIES INC	15.00
03/25/2024	FFUND	6345	PHOENIX	PHOENIX SAFETY OUTFITTERS	3,204.00
03/25/2024	FFUND	6346	WEX	WEX BANK	366.88
03/28/2024	FFUND	6347	MCKESSON	MCKESSON MEDICAL	147.93
03/28/2024	FFUND	6348	PHOENIX	PHOENIX SAFETY OUTFITTERS	125.82
03/28/2024	FFUND	6349	MISC	VEHICLE ALLIANCE GROUP	3,693.88
03/28/2024	FFUND	6350	VAG	VEHICLE ALLIANCE GROUP	3,693.88
				Void Reason: MISPRINT	
03/28/2024	FFUND	6351	VAG	VEHICLE ALLIANCE GROUP	3,693.88

FFUND TOTALS:

Total of 20 Checks:	29,528.95
Less 1 Void Checks:	3,693.88
Total of 19 Disbursements:	<u>25,835.07</u>

04/03/2024 12:17 PM
User: SUE
DB: Courtland

CHECK REGISTER FOR COURTLAND TOWNSHIP
CHECK DATE FROM 03/01/2024 - 03/31/2024

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank LFUND SPECIAL ASSESSMENTS FUND					
03/21/2024	LFUND	2579	CONSUMERS	CONSUMERS ENERGY	<u>28.77</u>
LFUND TOTALS:					
Total of 1 Checks:					28.77
Less 0 Void Checks:					<u>0.00</u>
Total of 1 Disbursements:					<u>28.77</u>

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank SFUND SEWER FUND					
03/06/2024	SFUND	4170	FLEIS	F&V OPERATIONS	16,031.32
03/11/2024	SFUND	4171	VERIZON	VERIZON	321.84
03/11/2024	SFUND	4172	DTE	DTE ENERGY	250.70
03/13/2024	SFUND	4173	NKSA	NORTH KENT SEWER AUTHORITY	11,768.78
03/13/2024	SFUND	4174	PREIN	PREIN & NEWHOF	3,967.45
03/21/2024	SFUND	4175	SEWER CE	CONSUMERS ENERGY	1,854.13
03/21/2024	SFUND	4176	COURTLAND	COURTLAND TOWNSHIP	358.80
03/28/2024	SFUND	4177	MISC	POSTMASTER	293.62

SFUND TOTALS:

Total of 8 Checks:	34,846.64
Less 0 Void Checks:	0.00
Total of 8 Disbursements:	34,846.64

Receipt #	Date	Cashier	Wkstn	Received Of	Amount
C 14747	03/04/2024	ASHLEE		SIGNATURE LAND DEVELOPMENT	4,600.00
14748	03/04/2024	ASHLEE		LOCAL COMMUNITY STABILIZATION AUTHOR	425.59
14749	03/04/2024	ASHLEE		BRITTANY GARNSEY	100.00
C 14750	03/04/2024	ASHLEE		LAND 817 LLC	5,000.00
C 14752	03/06/2024	ASHLEE		PATRICK HARTWICK	100.00
C 14753	03/06/2024	ASHLEE		DONELLA PAYER	100.00
C 14754	03/06/2024	ASHLEE		PETTY	300.00
C 14755	03/12/2024	ASHLEE		IMPERIAL MUNICIPAL SERVICES	746.80
C 14756	03/12/2024	ASHLEE		SUSAN OAKS	100.00
C 14757	03/12/2024	ASHLEE		ORBITBID.COM INC	10,250.00
C 14758	03/13/2024	ASHLEE		PHILIP TATE	150.00
C 14759	03/13/2024	ASHLEE		JOHN MINER	500.00
C 14760	03/18/2024	ASHLEE		MARY HOORN	225.00
C 14761	03/18/2024	ASHLEE		JULIE DAY	125.00
C 14762	03/18/2024	ASHLEE		JUSTIN & SARAH JOHNSON	750.00
C 14763	03/18/2024	ASHLEE		VENMAN'S LANDSCAPING	670.00
C 14764	03/18/2024	ASHLEE		CURRENT TAX FUND	89,445.74
C 14765	03/18/2024	ASHLEE		CURRENT TAX FUND	1,007.36
C 14766	03/18/2024	ASHLEE		CURRENT TAX FUND	21,077.85
C 14767	03/18/2024	ASHLEE		CURRENT TAX FUND	112,257.41
C 14768	03/20/2024	ASHLEE		MARLANA KOOISTRA	125.00
C 14769	03/20/2024	ASHLEE		MICHAEL VANDERMOLLEN	50.00
C 14770	03/25/2024	ASHLEE		FIRE FUND	6,379.11
C 14771	03/25/2024	ASHLEE		SEWER FUND	358.80
C 14772	03/25/2024	ASHLEE		PLAISIER FUNERAL HOME	395.00
C 14773	03/25/2024	ASHLEE		SUSAN OAKS	125.00
C 14774	03/26/2024	ASHLEE		STEVEN MOJZUK	300.00
C 14775	03/26/2024	ASHLEE		DENNIS STENDAM	1,000.00
C 14776	03/26/2024	ASHLEE		OAKS OF ROCKFORD	1,065.00
C 14777	03/28/2024	ASHLEE		MELINDA PIOTROWSKI	100.00
C 14778	03/28/2024	ASHLEE		TIFFANY HALL	150.00
C 14779	03/28/2024	ASHLEE		FREDRICK NELSON	150.00
C 14780	03/28/2024	ASHLEE		COLLEEN BROWN	125.00
C 14781	03/28/2024	ASHLEE		PLAISIER FUNERAL HOME	1,235.00
C 14782	03/28/2024	ASHLEE		SARA COLE	50.00
Total of 35 Receipts					259,538.66

*** TOTAL BY GL DISTRIBUTION ***

101-000-08400	DUE FROM OTHER FUNDS	6,737.91
101-000-23000	DUE TO COUNTY MHC TAXES	177.50
101-000-23000	MHC STATE TAXES	710.00
101-000-23800	ESCROW - SITE PLAN	9,000.00
101-000-24000	SECURITY DEPOSIT	625.00
101-000-40100	CURRENT PROPERTY TAX 2/1/24-3/1/24	88,547.83
101-000-42400	STREET LIGHTS - ARROWCREST	897.91
101-000-43000	DUE TO COUNTY MHC TAXES - TOWNSHIP	177.50
101-000-47700	BUILDING PERMITS	443.10
101-000-47800	ELECTRICAL PERMITS	147.70
101-000-47900	PLUMBING PERMITS	48.50
101-000-48000	MECHANICAL PERMITS	107.50
101-000-57300	LOCAL COMMUNITY STABILIZATION SHARE	425.59
101-000-60702	LAND DIVISION FEES	100.00
101-000-60900	PLANNING COMMISSION	600.00
101-000-63400	GRAVE OPENINGS	2,300.00
101-000-64300	SALE OF CEMETERY LOT	3,150.00
101-000-66700	RENT	750.00
206-000-40100	CURRENT PROPERTY TAX 2/1/24-3/1/24	112,257.41
206-000-68000	SALE OF PROPERTY - AUCTION PAYOUT FIRE TRUCK	10,250.00
232-000-42300	CURRENT TAXES	8,330.00
233-000-42300	CURRENT TAXES	3,600.00
234-000-42300	CURRENT TAXES	9,147.85
590-000-40200	SEWER ON TAX ROLL	1,007.36
TOTAL - ALL GL NUMBERS:		259,538.66

*** TOTAL BY FUND ***

101	GENERAL FUND	114,946.04
206	FIRE DEPT FUND	122,507.41
232	BIG BROWER LAKE S-A	8,330.00
233	LITTLE BROWER LK S-A	3,600.00
234	MYERS LAKE S-A	9,147.85
r	SEWER FUND	1,007.36
TOTAL - ALL FUNDS:		259,538.66

COURTLAND TOWNSHIP FIRE DEPARTMENT

To the Township Board and Interested Parties

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

April 10,2024

Treasurer's Report	\$944,102.74	Total Money
Financial Report	\$58,919.05	Total Budget Left

Bills from March 2024 =\$25,835.07

Numbers of Calls:37 for the month of March.
113 calls for the year.

We are waiting to get bids back for excavating for the live burn building.

Phil Vincent has resigned from the department after serving for almost 12 years. He has been very busy with his kids in sports and other family activities.

We have handed out a few applications and I received one back hopefully next month I will be bringing him and one other to next months meeting to hire.

The Ladies auxiliary reports their checking account balance of \$2,957.28.

COURTLAND FIRE DEPARTMENT

March 31, 2024

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
<i>Auto-Wares</i>	97701 Wire for grass rig	\$ 118.80
CINTAS	930 Floor mats Station 1	\$ 61.30
CONSUMERS ENERGY	934 Siren Electric Bill	\$ 31.87
CONSUMERS ENERGY	920 Station 1 Electric Bill	\$ 293.93
CONSUMERS ENERGY	920 Station 2 Electric Bill	\$ 170.83
CSI Emergency Apparatus	977 2 1/2 Hose	\$ 1,570.00
DTE	920 Station 1 Natural Gas Bill	\$ 315.11
DTE	920 Station 2 Natural Gas Bill	\$ 441.90
FIREFIGHTER SALARY	715 SOC. SEC TWP. SHARE	\$ 277.16
FIREFIGHTER SALARY	719 MEDICARE TWP. SHARE	\$ 64.81
FIRST BANK	959 See attached sheet	\$ 1,920.59
GREAT LAKES ACE	97701 Fasteners / Ratchet straps	\$ 79.30
H&H Plumbing and heating	930 Station 1 Furnace	\$ 2,487.95
McKESSONN Medical	755 Large gloves	\$ 147.93
MI Rescue Resources LLC	977 2 Tool Batteries	\$ 460.00
Michwave	920 Sta.1 Internet	\$ 15.00
Phoenix Safety Outfitters	933 Air Packs & Compressor Service	\$ 3,204.00
Phoenix Safety Outfitters	933 Quick Disconnnet rebuilds	\$ 125.82
Spectrum	920 Sta.2 Internet	\$ 61.99
STRATUS BUILDING SOLUTIONS	930 JANITORIAL SERVICES STA.1	\$ 195.00
Vehicle Alliance Group	939 Right side compartment 61	\$ 3,693.88
Vehicle Alliance Group	939 Left side compartment 61	\$ 3,693.88
Wex Bank	771 Fuel (EXXON)	\$ 366.88
TOTAL		\$ 25,835.07



Courtland Township Fire Department
Rockford, MI

INCIDENT TYPE	# INCIDENTS
100 - Fire, other	1
111 - Building fire	2
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	1
300 - Rescue, EMS incident, other	1
311 - Medical assist, assist EMS crew	25
320 - Emergency medical service, other	12
321 - EMS call, excluding vehicle accident with injury	1
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	3
331 - Lock-in (if lock out , use 511)	1
381 - Rescue or EMS standby	2
424 - Carbon monoxide incident	1
444 - Power line down	5
460 - Accident, potential accident, other	2
500 - Service call, other	1
561 - Unauthorized burning	1
600 - Good intent call, other	1
611 - Dispatched and cancelled en route	8
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
652 - Steam, vapor, fog or dust thought to be smoke	1
661 - EMS call, party transported by non-fire agency	37
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
746 - Carbon monoxide detector activation, no CO	1
Total:	114



Courtland Township Fire Department
Rockford, MI

INCIDENT TYPE	# INCIDENTS
111 - Building fire	2
142 - Brush or brush-and-grass mixture fire	1
311 - Medical assist, assist EMS crew	2
320 - Emergency medical service, other	5
322 - Motor vehicle accident with injuries	1
444 - Power line down	1
460 - Accident, potential accident, other	1
611 - Dispatched and cancelled en route	1
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
661 - EMS call, party transported by non-fire agency	20
743 - Smoke detector activation, no fire - unintentional	1
Total:	37

Report Criteria

Agency Name: Is Equal To Courtland Fire Department
 Basic Incident Date Time: Is Equal To Last Month

FIRST BANK CARD

02/13/2024	Subway	Training Food	959	\$192.80
02/19/2024	Life EMS	MFR Class Alex	959	\$530.00
03/06/2024	AED Superstore	AED Battery and Pads	755	\$578.81
03/12/2024	Fatzos Pizza	Training Food	959	\$88.98
03/12/2024	Life EMS	MFR Class Riley	959	\$530.00

Total =\$1,920.59

755=\$578.81

959=\$1,341.78

Cedar Springs Fence LLC
13645 West St.
Cedar Springs, MI 49319
Phone: 616-696-2736
Fax: 616-696-4861
Cell: 616-901-5275
e-mail: john@cedarspringsfence.com

**Cedar Springs Fence
LLC**

quote

To: Sue Hartman

From: John Totten

Courtland Township

Date: December 21, 2023

Phone:

Pages: 1

Email: clerk@courtlandtwpmi.gov

Re: Outfield fence

Thank you for the opportunity to quote the following.

Supply and install approximately 625' total of 4' high sideline and outfield fence on existing ball field using the following materials.

2" ss20 line post 1 5/8" ss20 top rail 3"ss20 terminal post 48" 9g galv chain link fence
9ga al tie wires

COST: \$12,435.00 This price includes all materials, shipping and installation cost.

All post set in concrete footing 8" x 30" deep

Wire to be on player side of post.

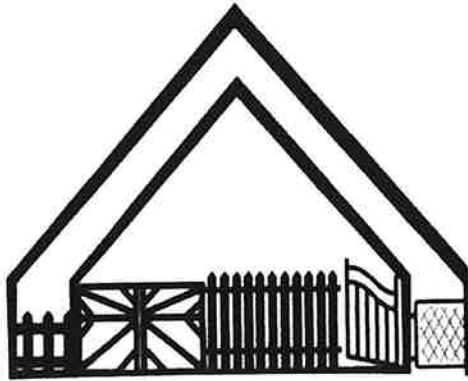
Outfield fence to be 200' from home plate

If you have any questions, please feel free to contact me.

Thank you for considering out bid.

John Totten

Price is good to January 31, 2023



Lazer Line Fencing LLC

Job Estimate Form

785 N. 176th Ave.

Walkerville, MI 49459

(231) 730-1652

lazerlinefencing@gmail.com

Phone: 616-824-3596

Date: 11/28/2023

Customer Name/Address:

Matt McConnon

Courtland Township, Home run fence

Job Description:

Install 625' of 4' tall galvanized chainlink, commercial grade.

Install one 12' double drive gate within

Mirroring Algoma field 2 on location of fence placement

Height differs but meets requirements.

Estimated Job Cost: \$10,758.64

Estimated by: Cameron Lohman

This estimate is valid for 30 days

This estimate is for completing the job described above. It is solely based on our evaluation and does not include material price increases or additional labor and/or materials that may be needed should unforeseen problems be developed following the start of the job.



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 jscales@mikameyers.com

March 26, 2024

Mr. Matt McConnon
Supervisor, Township of Courtland
7050 - 14 Mile Road
Rockford, Michigan 49341

Re: Rockford Water Service Area Ordinance

Dear Matt:

The City of Rockford furnishes public water to a number of Courtland Township properties on the border of the City under a 1985 Water and Sewer Agreement. The Agreement requires that Courtland Township adopt and keep up to date a water use ordinance identical to Rockford's water ordinance. Because the properties served by the City's water system lie within the Township's territory, it is necessary that the Township adopt an Ordinance to apply to those properties.

Another property located on Courtland Drive was recently connected to the City of Rockford's water system. At that time, it was noted that there did not appear to be a current water ordinance in place for the properties in Courtland Township connected to the Rockford water system.

Enclosed is an ordinance which would add Chapter 44 to the Courtland Township Code as an ordinance for properties in the Township connected to the City of Rockford water system. In summary:

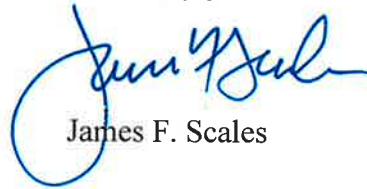
- The Ordinance applies only to those properties within the Township which are connected to the City of Rockford water system.
- The Ordinance is identical to the current Rockford City water ordinance and has been reviewed and approved by the City. It governs matters such as use, connection, cross connection prevention, metering, damage, enforcement, billing, and other requirements to ensure safe and appropriate use of the water system.
- Rockford is responsible for enforcing the Ordinance.
- Rockford is responsible for billing Township water customers. If a water bill goes delinquent, that is reported to the Township to be placed on the property owner's tax bill. When collected, those amounts are remitted to the City of Rockford.

Mr. Matt McConnon
March 26, 2024
Page 2

This should be adopted by the Township Board at an upcoming meeting. No notice or public hearing is required. Once adopted, a summary of the Ordinance must be published. Please let us know and we can take care of the publication.

Thank you.

Very truly yours,



James F. Scales

jll
By E-mail Only
Enclosures
cc: Susan Hartman, Clerk

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 _____ day of _____, 2024, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

ORDINANCE NO. 2024-_____

ROCKFORD WATER SERVICE AREA ORDINANCE

Adoption of the following preamble and ordinance was moved by Member _____ and seconded by Member _____:

WHEREAS, the City of Rockford furnishes public water to a limited number of properties located near the western border of the Township pursuant to the “Water and Sewer Agreement” between the City and Township, dated February 18, 1985; and

WHEREAS, that agreement requires that the Township adopt and amend as necessary a water use ordinance containing use, connection, cross connection, metering, damage protection, enforcement, inspection and other requirements and standards at least as strict and restrictive as Rockford’s water ordinance; and

WHEREAS, the City has and is continuing to provide water service to properties within the Township, and has requested that the Township adopt or update a water ordinance for those properties.

THEREFORE, THE TOWNSHIP OF COURTLAND ORDAINS:

Section 1. Adoption of City Water Ordinance Provisions. The provisions attached hereto as Exhibit A are hereby adopted as Chapter 44 of the Courtland Township Code.

Section 2. Publication; Effective Date. A summary of this Ordinance shall be published in a local newspaper of general circulation within the Township. This ordinance shall take effect 30 days following such publication.

AYES: _____

NAYS: _____

ORDINANCE DECLARED ADOPTED.

Susan K. Hartman, Township Clerk

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Township Board of the Township of Courtland 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, Township Clerk

EXHIBIT A

CHAPTER 44 – ROCKFORD WATER SERVICE AREA ORDINANCE

Section 44.1 Purpose; Application; Delegation of Enforcement Authority

- A. The purpose of this Ordinance is to impose regulations consistent with the City of Rockford water ordinance on those properties in Courtland Township which are now or hereafter connected to the City of Rockford water system.
- B. This Ordinance shall apply only to those properties within the Township which are now or hereafter connected to the City of Rockford water system.
- C. In accordance with law, including but not limited to Section 3 of Act 34 of 1917, the City of Rockford is acknowledged to have all power and authority necessary to enforce the provisions of Chapter with respect to those properties connected to the City of Rockford water system. In enforcing this ordinance, the City of Rockford shall be entitled to receive all penalties awarded and reimbursed costs levied in any civil infraction or other proceedings.

Section 44.2 City Water System

- A. **Definitions.** In the interpretation of this Chapter, the following definitions shall apply unless the context clearly indicates otherwise:
 - 1. **Backflow** means water of questionable quality, wastes or other contaminants entering a public water supply system due to a reversal of flow.
 - 2. **City** means the City of Rockford.
 - 3. **Code** means the Rockford City Code, as now existing and hereby amended, which is incorporated into this Chapter when reference is made to it.
 - 4. **Cross-Connection** means a connection or arrangement of piping or appurtenances through which a backflow could occur.
 - 5. **Department** means the Water Department of the City.
 - 6. **Premises** shall mean each lot or parcel of land, building, premises, dwelling unit or apartment unit having any connection to the water distribution system of the City.
 - 7. **Secondary Water Supply** means a water supply system maintained in addition to a public water supply, including but not limited to water systems from ground or surface sources not meeting the requirements of Act No. 98 of the Public Acts of 1913, as amended, being MCL 325.201 to 325.214, or water from a public water supply which in any way has been treated,

processed or exposed to any possible contaminant or stored in other than an approved storage facility.

8. **Submerged Inlet** means a water pipe or extension thereto from a public water supply terminating in a tank, vessel, fixture or appliance which may contain water of questionable quality, waste or other contaminants and which is unprotected against backflow.
 9. **Water Connection** means that part of the water distribution system connecting the water main at the curb cock with the premises served.
 10. **Water Main** shall mean that part of the water distribution system located within easement lines or streets designed to supply more than one (1) water connection.
- B. **Water Connection Permitted.** Connection of premises within the Township to the City of Rockford water system is permitted in accordance with the "Water and Sewer Agreement" between the Township of Courtland and the City of Rockford dated February 18, 1985, or as may otherwise be permitted by agreement between the City and Township.
- C. **Service Connections.** Applications for water connections shall be made to the Department on forms prescribed and furnished by it. Water connections, plumbing and water meters shall be installed in accordance with rules and regulations promulgated pursuant to Section 1.1(N) of the Code and upon payment of the connection fee and meter installation fee set from time to time by the City Council. All meters and water connections shall be the property of the City. All fees charged by the City related to providing water service shall not be less than the cost of materials, installation and overhead attributable to such installations. Water service will not commence until payment in full for the installation has been made to the City. In case of nonpayment, the cost of the installation shall be reported to the Township Treasurer and placed on the first Township ad valorem property tax roll following the installation and become a lien on the property served and remitted to the City once collected. Construction of a water service line shall be done as expeditiously as possible after written notice to proceed, but the time for construction shall be at the convenience of the City.
- D. **Institution of or Restarting Water Service.** Written notice given not less than 48 hours in advance shall be made to the City by the property owner when water service is desired. It shall be unlawful for any person to connect to or use water supplied by the City without first giving notice as provided herein. The City reserves the right to request a nominal sum be placed on deposit with the City for purpose of establishing or maintaining any customer's credit.
- E. **Meters.** The City reserves the right to determine the size and type of meter used. The City reserves the right to require the installation of remote meter reading

equipment. The cost of said equipment and installation cost shall be charged to the owner at the prevailing rates and cost of material and labor.

- F. **Access to Meters.** The department shall have the right to shut off the supply of water to any premises where the department is not able to obtain access to the meter. Any qualified employee of the department shall, at all reasonable hours, have the right to enter the premises where such meters are installed for the purpose of readings, testing, removing, or inspecting same and no person shall hinder, obstruct, or interfere with such employee in the lawful discharge of his duties in relation to the care and maintenance of such water meter.
- G. **Reimbursement for Damage.** Any damage which a meter may sustain resulting from carelessness of the owner, agent, or tenant or from neglect of either of them to properly secure and protect the meter, as well as any damage which may be wrought by frost, hot water, or steam backing from a boiler, shall be paid by the owner of the property to the City on presentation of a bill therefore; and in cases where the bill is not paid, the water may be shut off and shall not be turned on until all charges have been paid to the City.
- H. **Turning on Water Service.** Only personnel authorized by the Department shall operate any water main valve or curb box on public property, or within a public easement or right-of-way. Any curb stop found in the "on" position and a meter bar installed on the meter setting without prior authorization of the Department shall be an unlawful use of public water and the contractor or plumber installing such meter bar or the owner of the property benefiting from such water use shall pay the City a penalty of \$500 for each violation. A request for water service shall be submitted to the Department at least twenty-four (24) hours in advance of the time such service is required.
- I. **Hydrant Use.** No person, except an employee of the City in the performance of his duties, shall open or use any fire hydrant except in case of emergency, without first securing a written permit from the department and paying such charges as may be prescribed.
- J. **Discontinuance of Service.** In the event a water customer desires water service to be discontinued, said customer shall so request in writing not less than 48 hours prior to time of such discontinuance of service is desired.
 - 1. The City will not recognize the discontinuance of water service unless the provisions of the foregoing paragraph have been fully complied with. Under any other circumstances, discontinuance of service will be charged to the customer at the actual cost of labor, materials and equipment.
 - 2. The City may refuse or discontinue water service for any violation of any rule, regulation, or condition of service.
- K. **Shut off of Water.** The City reserves the right at all times (and will endeavor to give due notice) to shut off the water at the water mains or to require reduced use

or no use of the water distribution system for the purpose of making repairs or extensions or for other purposes. All persons having equipment on their premises and depending on water from the water mains are hereby cautioned against danger which might arise from emergency shutting off of water. In the event of such emergency, the City Manager may designate in any notice the extent of any regulation, limitation or prohibition and the date and time on which it shall take effect.

- L. **Responsibility for Damages.** The City will not be responsible for any damages because of failures of or within the water distribution system, or actions by the City to correct such failures.
- M. **Curb Box.** No person shall remove the cover from any curb box or place any dirt, stone or other obstruction in it or tamper with any meter or commit any act tending to obstruct the use thereof.
- N. **Unlawful Connections.** No person shall make a connection on a service line between the water meter and the street mains, or install a by-pass around the meter.
- O. **Cross-Connections Control.** The City shall develop a comprehensive control program to eliminate and prevent all cross-connections pursuant to the plan submitted to and approved by the Department of Environment, Great Lakes, and Energy, pursuant to the requirements of Sections 325.11401 through 325.11407 of the Michigan Administrative Code, as the same may be amended or replaced from time to time.
- P. **Cross-Connections Prohibited.**
 - 1. A cross-connection shall not be made between the water distribution system and a secondary water supply.
 - 2. A cross-connection shall not be made by submerged inlet.
 - 3. A cross-connection shall not be made between the water distribution system and piping which may contain sanitary waste or a chemical contaminant.
 - 4. A cross-connection shall not be made between the water distribution system and piping immersed in a tank or vessel which may contain a contaminant.
- Q. **Inspections.** It shall be the duty of the Department to cause inspections to be made of all properties served by the public water supply where cross connections with the public water supply is deemed possible. The frequency of inspections and reinspections based on potential health hazards involved shall be as established by the Department and as approved by the Michigan Department of Environment, Great Lakes, and Energy.
- R. **Right of Entry.** The representative of the City shall have the right to enter at any reasonable time any property served by a connection to the water distribution

system for the purpose of inspecting the piping system or systems thereof for cross connections. On request, the owner, lessees or occupants of any property so served shall furnish to the inspection agency any pertinent information regarding the piping system or systems on such property. The refusal of such information or refusal of access, when requested, shall be deemed evidence of the presence of cross connections.

- S. **Protection of Water Supply.** The potable water supply made available on the properties served by the water distribution system shall be protected from possible contamination as specified by this Chapter and by the State of Michigan and City plumbing codes. Any water outlet which could be used for potable or domestic purposes and which is not supplied by the potable system must be labeled in a conspicuous manner as water unsafe for drinking.
- T. **Other Laws.** If any provisions of this Code or any ordinances of the County or any statutes of the State of Michigan, shall impose greater restrictions than herein set forth, then such provisions or statutes shall control, however, this ordinance does not supersede the state plumbing code, but is supplementary to it.
- U. **Lawn Sprinkling.** The City Manager, subject to approval by the City Council, may regulate, limit or prohibit the use of water for any purpose. Such regulations shall restrict less essential water uses to the extent deemed necessary to assure an adequate supply for essential domestic and commercial needs and for fire fighting. No such regulation, limitation or prohibition shall be effective until twenty-four (24) hours after the publication thereof in a newspaper of general circulation in the Township, except in an emergency as may be deemed by the City Manager. In the case of such emergency the regulation, limitation or prohibition shall be and take effect as indicated by the City Manager and notice shall be given on the local radio station. Any person violating such rule or regulation shall, upon conviction thereof, be punished as prescribed in Chapter 60 of this Code.
- V. **Additional Regulations.** Rules and regulations concerning the water distribution system may be established pursuant to Section 1.1(N) of this Code. The rules and regulations now in effect shall continue until changed in accordance with this Section.
- W. **Injury to Facilities.** No person, except an employee of the City in the performance of his duties, shall break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the water distribution system.
- X. **Discontinuance of Service.** That the City is hereby authorized and directed to discontinue water service after reasonable notice to any property wherein any connection in violation of this ordinance exists and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water supply system. Water service to such property shall not be restored until the cross connection(s) has been eliminated in compliance with the provisions of this

ordinance. Cross connections that pose an imminent and extreme hazard shall be disconnected immediately and so maintained until proper protection is in place.

Y. **Testing.** That all testable backflow prevention assemblies shall be tested initially upon installation, relocation and/or repair to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the City and in accordance with Michigan Department of Environment, Great Lakes, and Energy requirements. Only individuals that hold an active ASSE 5110 tester's certification shall be qualified to perform such testing. That individual(s) shall certify the results of his/her testing.

Z. **Penalties.**

1. **Civil Infractions.** Any person who willfully or knowingly violates this Chapter shall be guilty of a civil infraction, subject to the penalties provided in Chapter 60 of this Code.

2. **Injunctive Relief.** It is declared that violations of this Ordinance constitute a nuisance per se, an immediate and irreparable danger to public health and the public infrastructure, and the City Manager is authorized to seek injunctive relief to prevent or restrain any violation of this section, or any other action which would injure the water system, or cause a public health hazard or danger to public or private property.

3. **Cumulative Remedies.** The remedies provided in this section are cumulative, and the City may, in its sole discretion, pursue one or more of the remedies available to it with respect to a particular violation or situation, without having been deemed to have made any election of remedies.

Section 44.3 Water Rates.

A. **Basis of Charges.** Except as otherwise provided in this Chapter, all water service shall be charged for on the basis of water consumed as determined by the meter installed in the premises of water service customers by the Department. No free water service shall be furnished to any person.

B. **Water Rates and Charges.**

1. Water rates and charges shall be levied periodically at such intervals as shall be established from time to time by resolution of the City Council against each premises having any water connection to the water distribution system.

2. Said water rates and charges shall be based on the quantity of water used on or in the property, as measured by the water meter therein used, except as otherwise provided. If a meter cannot be read, an estimated charge will be made and adjustment, if necessary, will be made when the meter reading can be obtained. Rates and charges for users inside and outside the City shall be in amounts to be established from time to time by the City Council.

3. Any charges remaining unpaid shall be charged against the real property on which the service was rendered, and at the request of the City, shall be spread on the next regular Township ad valorem property tax roll after the date on which such charge shall become due and payable, and shall become a lien of the same character and effect as the lien created by State of Michigan and County taxes, until paid. When paid, all amounts so collected shall be remitted to the City.
4. Customers of the City water system within the Township shall be treated as retail customers of the City, and the City shall bill and collect from those customers directly. Upon any charges becoming delinquent, the City may report such charges to the Township, and the Township will place those charges on the next available Township tax bill. Upon being collected, the Township shall remit such delinquent amounts to the City, together with any interest which may have accrued on those delinquent amounts.

C. **Turn-on and Turn-off Fees.** The City may charge fees for turning on and turning off water service in amounts to be established from time to time by the City Council.

1. **Billing and Penalties and Remedies for Nonpayment or Late Payment.** The owner of the Premises serviced and the occupants thereof shall be jointly and severally liable for the water service provided such said Premises. However, in all cases where a tenant is, by the terms of a lease, responsible for water charges and the City is notified by an affidavit signed by the landlord and a true copy of the lease, as provided by state law, then the charges shall not become lien on the Premises. But, from and after such notice, no further water service shall be rendered to the Premises until a cash deposit of not less than the estimated bill for three (3) months service shall have been made as security for payment of the charges. Deposits shall be applied to any bill, including interest, for sewage or water service more than thirty (30) days delinquent. Any deposit so applied shall be promptly refunded by the user. The deposit shall be returned without the payment of any interest and less any balance due when service is discontinued.
2. Bills for rates and charges as herein established shall be mailed to users periodically at such intervals as shall be established from time to time by resolution of the City Council. All bills shall be payable on the 30th day of the month following the period of service and shall be paid at the office of the City Treasurer or his duly appointed agent. If any bill shall not be paid by the 30th of the month in which it is due, a late charge of 10% shall be applied to the current amount past due and collected therewith.
3. Water service may be discontinued to any premises to enforce the payment of rates and charges after the user has been given the opportunity for a hearing before the City Manager or his designated representative to show cause why service should not be discontinued. Services so discontinued

shall not be restored until such time as all the rates, charges, penalties are paid or satisfactory arrangements made for the payments thereof.

4. There shall be a lien in favor of the City for water rates, effective immediately upon the distribution of the water system service to the premises. Delinquent bills may be collected by any method authorized by law. Charges delinquent for six months or more shall be certified annually to be City Treasurer, who shall enter the lien on the next tax roll against the premises to which the services shall have been rendered, and the charges shall be collected and the lien shall be enforced in the same manner as provided for the collection of taxes assessed upon the roll and the enforcement of a lien for such taxes.
- D. **Meter Failure.** If any meter shall fail to register properly, the Department shall estimate the consumption on the basis of former consumption and bill accordingly.
 - E. **Inaccurate Meters.** A customer may require that the meter be tested. If the meter is found accurate, a charge as set from time to time by the City Council will be made. If the meter is found defective, it shall be repaired or an accurate meter installed and no charge shall be made.
 - F. **Accuracy Required.** A meter shall be considered accurate if, when tested, it registers not to exceed two percent (2%) more to two percent (2%) less than the actual quantity of water passing through it. If a meter registers in excess of two percent (2%) more than the actual quantity of water passing through it, it shall be considered "fast" to that extent. If a meter registers in excess of two percent (2%) less than the actual quantity of water passing through it, it shall be considered "slow" to that extent.
 - G. **Bill Adjustment.** If a meter has been tested at the request of a consumer and shall have been determined to register "fast," the City shall credit the consumer with a sum equal to the percent "fast" multiplied by the amount of all bills incurred by said consumer, within the three (3) months prior to the test, and if a meter so tested is determined to register "slow" the department may collect from the consumer a sum equal to the percent "slow" multiplied by the amount of the bills incurred by the consumer for the prior three (3) months. When the department, on its own initiative, makes a test of a water meter, it shall be done without cost to the consumer, other than his paying the amount due the City for water used by him as above provided, if the meter is found to be "slow."
 - H. **Charges in Error—Overcharges.** If it has been determined by the City that a customer has been overcharged for water services, the customer shall be credited for the overcharged amount. Credits are limited to the three years preceding the discovery of the error. If the overcharges have not been paid by the customer, the customer's account will be credited upon the books and records of the City. If the overcharges have been paid by the customer, the overcharges are payable to the customer with interest in an amount as determined from time to time by the City

Council. However, any amounts payable to a customer under this Section will first be applied to any other accounts of the customer which are past due.

- I. **Condominium Projects.** Each unit intended for separate occupancy in a condominium project shall be provided with a separate water meter for billing purposes. If it is demonstrated to the satisfaction of the City Manager that the provision of separate meters is technically infeasible, or would cause an undue expense in light of the scope of the project (as, for example, in the case of an apartment complex converted to condominiums), then the City Manager may permit a single connection to the premises, and the account shall be in the name of the Condominium Association. Service shall not be provided until the Condominium Association or Developer has filed with the City of Rockford Utilities Department written proof that it has the authority to enter into such an arrangement. In the event of non-payment, the City shall be entitled to impose delinquent billings on the tax roll pro rata against the units served by the water system as determined by the City, in the manner provided by the Michigan Condominium Act for property taxes. For new condominium projects with a single connection, notice of this manner of collection shall be provided in the condominium documents.

April 1, 2024

I am requesting the Township Board to appoint Todd Johnson and myself, Colleen Brown at the Wed., April 10, 2024 regular meeting. The Lake Board is being created for the Lake Board to propose an increase the weed assessments of Little Brower Lake for Winter Tax 2024. We will not be providing any details on the actual amounts at this time, that is to be determined by this Lake Board once created. Public Hearings will follow as required.

Lake Board for Little Brower Lake Weed Assessment:

- 1) County Commissioner
- 2) Drain Commissioner
- 3) Appoint: Colleen Brown, Treasurer
- 4) Appoint: Todd Johnson, President, Little Brower Lake Association

- 5) Member to be appointed by the above Lake board that is a Lake Resident in a later meeting. (Appointment to be made after the two members #3 & #4 are appointed by the Township Board.)

Thank you!

Colleen Brown Treasurer