

1. The meeting was called to order at 7:00 P.M. by Supervisor Porter. Members present: Andersen, Brown, Crosby, Davis, Kinney, Porter, and Shaw. Members absent: None. Also present: Chief Mickey Davis and Jerry Byrne (KCRC).
2. Public Comment: None.
3. Motion by Davis, Brown supported, to approve the agenda, moving item #9 KCRC Report up the agenda prior to #4, and adding Hiring Cleaning Person as #9. CARRIED.

KCRC Report: Jerry Byrne of the Kent County Road Commission updated the Board on road construction and repairs in Courtland Township. The 2011 Parmeter Ave. paving project is complete and in under budget. Byrne also briefly outlined possibilities for finishing the southern portion of Parmeter Ave. in 2012. There will be a public information meeting at the Township Hall in December to present more detailed information on this project.

Budget Amendment: Porter stated that expenses for Road Construction will exceed the amount budgeted due to extra projects done this year. Motion by Davis, Kinney supported, to increase the budget for Road Construction (101-449-974) by \$60,000 to be taken from unreserved general funds. CARRIED.

4. Consent Agenda: Motion by Andersen, Davis supported, to approve the Consent Agenda. CARRIED.
  - A. Approval of Minutes – October 5, 2011 Regular Board meeting.
  - B. Treasurer's Report /Approval of bills for payment – General Fund, Sewer, and Fire Department.
5. Supervisor's Report/Building Permits/Correspondence: No building permits were issued in October for new residences. Some repairs to vacant buildings at Courtland Crossings MHC have been made in response to the letter from Attorney Scales. Another inspection of the Anderson property on 16 Mile Rd. will be made next week prior to the next court date on November 23. The new township hall sign is scheduled for installation around December 5.

NKSA - Andersen is stepping down from her position as NKSA Alternate for Courtland Township. Motion by Davis, Shaw supported, to appoint Charles Porter as NKSA Alternate. CARRIED.

GVMC, Cedar Springs Parks – no reports. Rockford Area Community Endowment – Andersen reported that flags from the Healing Field Memorial were still being sold. Grants of up to \$2,000 are available to local fire departments from the proceeds of the flag sales through the Endowment.

6. Fire Board Report: Chief Mickey Davis reported 26 runs for October and a total of 286 for the past year. Automatic Aid Agreement: Motion by Andersen, Brown supported, to approve the Automatic Aid Agreement form for use with neighboring departments for structure fires. CARRIED. Firefighter Dan Smith has left the department. About 250 children and adults attended the Halloween open house at Station #2. The Coats for Charity drop-off has begun. The department will celebrate its 20<sup>th</sup> anniversary at the annual Pancake Breakfast in March. Porter presented a Certificate of Appreciation to Chief Davis for his 20 years of service to the Courtland Fire Department.

7. Zoning Board of Appeals Report: No October meeting and none in November.

8. Planning Commission Report: Brown reported that the Commission discussed revising the definition of a farm as it applies to the Zoning Ordinance at its October meeting, and will hold a public hearing in January. Rezoning of the H2Oasis property on 14 Mile Rd. will also be taken up in January. The Commission will also be working on updating the Master Plan and zoning map.

9. Hiring Cleaning Person: Our longtime cleaning person, Jo Morris, is moving away. From the applications received, Crosby recommended hiring township resident Sandy Frandsen. Motion by Brown, Shaw supported, to hire Sandy Frandsen as cleaning person for the township hall and fire stations, wages to be the same as for clerical help. CARRIED.

10. Resolution 2011-18: Resolution to Approve Refunding Contract and Authorizing Actions with Respect to NKSA Refunding Bonds. Motion by Crosby, Kinney supported, to adopt Resolution 2011-18. RESOLUTION ADOPTED: Ayes - Andersen, Brown, Crosby, Davis, Kinney, Porter; Nays – Shaw.

11. Amendment to Utility Services Agreement for the North Kent Sewage Disposal System. The Agreement must be amended in order for Courtland to hire our own maintenance company for our township sewer lines. Motion by Andersen, Shaw supported, to approve the Amendment to Utility Services Agreement. CARRIED. Motion by Andersen, Crosby supported, to hire Al Evink and Main-Tech Services as Courtland's sewer maintenance contractor. CARRIED.

12. Board Member Comments: The KCRC Dinner for township officials will be held on November 10. Crosby reminded the Board that the early registration deadline for the MTA Conference in January is December 15. Kinney stated that the next Kent County MTA quarterly meeting will be held on December 1<sup>st</sup> at Alpine Township.

As there was no further business to be considered, the meeting was adjourned at 9:12 P.M.

Submitted by,

Marilynn Crosby, Clerk