

Minutes of the Work Session of the  
Allendale Charter Township Board held on  
Wednesday, January 4, 2017, 7:00 pm at  
The Allendale Charter Township Hall

Members Present: Elenbaas, Richards, Kraker, VanderWall, VanderVeen, Hoekstra

Members Absent: Zeinstra

Guests Present: Greg Ransford, Tom Zuniga

- 2017 Budget – Several line items in the 2017 Budget were reviewed. Community Promotions position was discussed. A job description will be presented at a future Board meeting for approval.
- Employee Raises (Cost of Living allowance and Merit) – Employee compensation for 2017 was discussed. A recommendation was made to give an increase not to exceed 2% based on Merit at the Department Head’s recommendation.
- Annual Evaluations forms were reviewed. The current evaluation form will be used this year.
- Employee Handbook – The Employee handbook will be discussed at the February 6, 2017 Board work session.

▪ Public Comment

-Tom Zuniga – Happy for the opportunity to attend the work session

▪ Adjournment

Motion by Kraker, seconded by Richards to adjourn the meeting at 9:17 pm. Approved

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor