

Minutes of the Regular Board Meeting
Held on Monday, March 26, 2018, 7:00 pm
At the Allendale Charter Township Hall

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

Members Absent: VanderWall

Guests Present: Bob Sullivan, Chad Doornbos, Joel VanWyngarden, Kim VanWyngarden, Beth Nettleton, Noah Conrad, Tyler Haveman, Riley Zuizema, Carter Allen, Josh VanHorn

Elenbaas called the Meeting to order

- **Invocation** was given by VanderVeen
- **Pledge of Allegiance**
- **Approve Agenda**

Motion by VanderVeen, seconded by Zeinstra to approve the agenda with the addition of the Seasonal Public Utility Assistant Operator position be placed under discussion items with the ability to take action. Approved

- **Consent Agenda**

Motion by Kraker, seconded by VanderVeen to approve the consent agenda as presented. Approved

Items on the consent agenda were:

- Approval of the March 12, 2018 Regular Board Meeting Minutes
- Approval of the March 13, 2018 Special Board Meeting Minutes
- Bills

For Information:

- Financial Report
- Meeting Minutes (Draft) of the March 19, 2018 Planning Commission Meeting
- February Fire Department Report
- Public Utilities Staff Meeting Report

- **Interim Payments**

Motion by Zeinstra, seconded by Hoekstra to approve the interim payments totaling \$137,490.69 as presented. Approved

- **Public Hearing - None**

- **Public Comments**

Kim VanWyngarden - Termination

Motion by Zeinstra, seconded by Kraker to close public comment. Approved

- **Guest Speaker - None**

- **Action Items**

-Resolution 2018-6: Resolution of Support to add the Village of Caledonia to the Grand Valley Metro Council

Motion by Kraker, seconded by Hoekstra to approve Resolution 2018-6: Resolution of support to add the Village of Caledonia to the Grand Valley Metro Council as presented. Approved

-Public Utilities Brush Hog Replacement

Motion by VanderVeen, seconded by Kraker to approve the Brush Hog Replacement for the Public Utilities Department as recommended at a cost of \$2,112.00 from GreenMark Equipment. Approved

-Second Temporary Circulation Assistant position

Motion by VanderVeen, seconded by Zeinstra to approve a second temporary circulation assistant position for 4 -6 weeks to fill the vacancy of Kim VanWyngarden. Approved

-2018 Dust Control

Motion by Elenbaas, seconded by Kraker the use of SWB Enterprises LLC for the dust control application this year in the amount of \$7,840.00 per application with the option of 4 applications if needed. Approved

-Office Furniture Bids

Motion by Kraker, seconded by Zeinstra to approve the request to purchase Office Furniture from West Shore Services in the amount of \$1,987.00 as presented. Approved

-Resolution 2018-7: Update to Consumers Energy Standard Lighting contract for Dewpointe West Phase 3

Motion by Zeinstra, seconded by VanderVeen to approve Resolution 2018-7: Update to Consumers Energy Standard Lighting Contract for Dewpointe West Phase 3 as presented. Approved

-Consumers Energy contract for Dewpointe West Phase 3

Motion by Hoekstra, seconded by Kraker to approve the signing of the Consumers Energy contract for Dewpointe West Phase 3 as presented. Approved

-Resolution 2018-8: Update to Consumers Energy Standard Lighting contract for Wood View Estates

Motion by VanderVeen, seconded by Kraker to approve Resolution 2018-8: Update to Consumers Energy Standard Lighting contract for Wood View Estates as presented. Approved

-Consumers Energy contract for Wood View Estates

Motion by Zeinstra, seconded by Hoekstra to approve the signing of the Consumers Energy contract for Wood View Estates as presented. Approved.

-Completion of 90 day probationary period for Audrey Carlstrom

Motion by Elenbaas, seconded by Kraker to approve the successful completion of the 90 day probationary period for Audrey Carlstrom and the wage increase to \$23.21 per hour. Approved

▪ **Discussion Items**

-Auditorium and Pavilion Rental Rates

-Seasonal Public Utilities Assistant Operator

Motion by Kraker, seconded by VanderVeen to approve the updated job description as presented. Approved

Motion by Zeinstra, seconded by Kraker to post the job on various sites. Approved

▪ **Public Comments - None**

Motion by VanderVeen, seconded by Kraker to close public comments. Approved

▪ **Board Comments**

-Elenbaas – April 12 at 1:30 pm Road Commission Meeting, Update in the Community Policing Department

-VanderVeen – Update on the 4th of July

-Hoekstra – update on the Library

-Kraker – Four Points Services in Allendale concerns, Pension process

▪ **Future Agenda Items**

-Library founding documents and structure

-April Board meeting dates are April 9th Regular Board Meeting, April 10 Special Board Meeting, and April 30th Regular Board Meeting

-MTA Conference week of April 23

▪ **Adjournment**

Motion by VanderVeen, seconded by Hoekstra to adjourn the meeting at 7:48 pm.

Approved

Laurie Richards
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor