

Minutes of the Regular Board Meeting  
Held on Tuesday, May 29, 2018, 7:00 pm  
At the Allendale Charter Township Hall

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

Members Absent:

Guests Present: Bob Sullivan, Kyle Garlanger, Chad Doornbos, Gary Tidd, Caitlin Kunst, Rob Bristow, Kim VanWyngarden, Joel VanWyngarden, Jason Minier

Elenbaas called the Meeting to order

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

Motion by VanderVeen, seconded by Zeinstra to approve the agenda as amended with the removal of the probationary period for Beth Nettleton under Action Items.

Approved

- **Consent Agenda**

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

Items on the consent agenda were:

- Approval of the May 14, 2018 Regular Board Meeting Minutes
- Approval of the May 21, 2018 Special Board Meeting Minutes
- Approval of the May 22, 2018 Special Board Meeting Minutes
- Bills

For Information:

- Financial Report
  - Meeting Minutes (Draft) of the May 7, 2018 Planning Commission Meeting
  - Meeting Minutes (Draft) of the May 21, 2018 Planning Commission Meeting
  - Meeting Minutes of the May 15, 2018 Downtown Development Authority Meeting
  - Public Utilities Staff Meeting Report for May 17, 2018
- Kraker noted a correction to be made on the Staff Meeting Report  
“Lack of Records” should read – “Organizing past records”

- **Interim Payments**

Motion by Kraker, seconded by VanderWall to approve the interim payment of \$20.00 as presented. Approved

- **Public Hearing None**

- **Public Comments**

Jason Minier – Running for State Representative

Motion by Elenbaas, seconded by VanderVeen to close public comment. Approved

- **Guest Speaker**

-Sgt. Kyle Garlanger: Rental Housing Update

- **Action Items**

- Appraisal for Huntington Bank**

Motion by VanderVeen, seconded by VanderWall to add A. VanStensel & Son, LLC to the list of appraisal services to be considered for the appraisal of the Huntington Bank property. Approved

-Ordinance 2018-6: Amendment to the Zoning Ordinance

Elenbaas introduced Ordinance 2018-6: Amendment to the Zoning Ordinance for first reading

- Ordinance 2018-7: Amendment to Subdivision Ordinance**

Elenbaas introduced Ordinance 2018-7: Amendment to the Subdivision Ordinance for first reading

- Moratorium on Development: Developments not connected to public utilities**

Elenbaas introduced Ordinance 2017-8: Moratorium on Developments: Developments not connected to public utilities for first reading

- Fill Part-time Library Circulation Assistant Positions**

Motion by Elenbaas, seconded by Kraker to hire Emily Berridge for a part-time Circulation Assistant position at a starting rate of \$11.85 and upon successfully completing the 90 day probationary period the new hourly rate would be \$12.21. This position is not to exceed 28.5 hours per week. In the event that Emily Berridge is unable to accept the position, the position will be offered to Katelyn Bosch at a starting wage of \$11.85 per hour and upon successful completion of a 90 day probationary period the new hourly wage would be \$11.98 per hour and not to exceed 28.5 hours per week. Approved

Motion by Elenbaas, seconded by VanderVeen to hire Rachel Smith for a part-time Circulation Assistant position to start in July after the resignation Hannah Ebeling at an hourly rate of \$11.85 with an increase to \$12.03 upon successful completion of the 90 day probationary period. This position is not to exceed 28.5 hour per week. In the event that Rachel Smith is unable to accept this position, the position would be offered to Katelyn Bosch at a starting wage of \$11.85 per hour and upon successful completion of a 90 day probationary period the new hourly wage would be \$11.98 per hour and not to exceed 28.5 hours per week. Approved

- Wage Recommendation from Personnel Committee: Scott Harkes – Fire Inspector**

Motion by VanderVeen, seconded by VanderWall to approve the wage recommendation from the Personnel Committee for Scott Harkes – Fire Inspector to \$26.63 per hour as presented. Approved

**-Township Hiring Process**

No action taken

**-Policy for Review of Personnel Files**

No action taken

▪ **Discussion Items - None**

▪ **Public Comments**

Gary Tidd – available Technology updates

Motion by Elenbaas, seconded by Zeinstra to close public comments. Approved

▪ **Board Comments**

MTA Conference Takeaways

▪ **Future Agenda Items**

-7/23 Library Guest Speakers – Clare Membiela , Michigan Library Law Consultant and Shirley Buursma

▪ **Adjournment**

Motion by VanderVeen, seconded by Hoekstra to adjourn the meeting at 8:30 pm.

Approved

▪ **Fire Department Year in Review Video**

Send drop box link to Board members

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor