

Minutes of the Regular Board Meeting
Held on Monday, June 25, 2018, 7:00 pm
At the Allendale Charter Township Hall

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

Members Absent: Hoekstra, VanderWall

Guests Present: Bob Sullivan, Justin Roebuck, Tim VanBennekom, Chad Doornbos, Caitlin Kunst, Joe Kuiper, Matt Sinnema

Elenbaas called the Meeting to order

- **Invocation** was given by Zeinstra
- **Pledge of Allegiance**
- **Approve Agenda**
Motion by Kraker, seconded by Zeinstra to approve the agenda as presented.
Approved
- **Consent Agenda**
Motion by VanderVeen, seconded by Kraker to approve the consent agenda as presented. Approved
Items on the consent agenda were:
 - Approval of the June 11, 2018 Regular Board Meeting Minutes
 - BillsFor Information:
 - Financial Report
 - Meeting Minutes (Draft) of the June 7, 2018 Library Advisory Board
- **Interim Payments**
Motion by Zeinstra, seconded by Kraker to approve the Interim Payments totaling \$875.59 as presented. Approved
- **Public Hearing - None**
- **Public Comments - None**
Motion by Elenbaas, seconded by Zeinstra to close public comment. Approved
- **Guest Speaker**
 - County Clerk Justin Roebuck: New Voting Equipment
 - Joe Kuiper and Matt Sinnema from Kiekoever, Scholma and Shumaker, PC: 2017 Township Financial Audit Report
 - Caitlin: Update from SHRM Conference
- **Action Items**
 - Workplace Profile Assessment**
Information was presented. No action taken.
 - Fill Library Advisory Board Member Vacancy**

Motion by Elenbaas, seconded by Kraker to offer Kristen Borgman the vacant position on the Library Advisory Board as recommended by the HR Coordinator. Approved

-Public Utilities asphalt quotes

Motion by Elenbaas, seconded by VanderVeen to accept the bid from A-1 Asphalt, Inc. for the price of \$9,596.00 to perform work at the Park Lift Station and repair holes at the WWTP as presented. Approved

-Resolution 2018-16: Election Inspectors for 2018 Primary Election

Motion by VanderVeen, seconded by Kraker to approve Resolution 2018-16: Election Inspectors for the 2018 Primary Election as presented. Approved

-Election Equipment Agreement

Motion by Kraker, seconded by Richards to approve the Election Equipment Agreement between Ottawa County and Allendale Charter Township as presented. Approved

-Variance from Sanitary Sewer Hookup Requirement for Parcel 70-09-23-100-061 (11725 60th Ave)

Motion by Elenbaas, seconded by Zeinstra to have legal draft an agreement allowing the owner of the property an exemption from the requirement of having to connect to the public sewer system and allow for a private septic system. Approved

▪ **Discussion Items - None**

▪ **Public Comments**

Chad Doornbos – Disc Profile

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

▪ **Board Comments**

Kraker – Not available for the July 9 Board Meeting

Elenbaas – Volunteers for the 4th of July Events, Budget Amendments at future Board Meeting

VanderVeen – Update on the Fire Station, timeline on the Personnel Handbook

▪ **Future Agenda Items**

▪ -7/23 Library Guest Speakers; pathway discussion

▪ **Adjournment**

Motion by VanderVeen, seconded by Zeinstra to adjourn the meeting at 8:53 pm.

Approved

Laurie Richards
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor