

Minutes of the Regular Board Meeting  
Held on Monday, July 23, 2018, 7:00 pm  
At the Allendale Charter Township Hall

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

Members Absent: Zeinstra

Guests Present: Bob Sullivan, Kristen Borgman, George Ebeling, Lizzie Schab, Elaine Ebeling, Leigh Rupinski, Margaret Wheeler, Parker Tiethof, Brad Tiethof, Chase Tiethof, Ray Statema, Chad Doornbos, Clare Membiela, Cathy Runyan, Janessa Smit, Carol Scholten, Steve Spriensma, Shirley Buursma, Joel VanWyngarden, Kim VanWyngarden

Elenbaas called the Meeting to order

- **Invocation** was given by VanderVeen

- **Pledge of Allegiance**

- **Approve Agenda**

Motion by VanderWall, seconded by Kraker 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 July 9, 2018 Regular Board Meeting Minutes

-Bills

For Information:

-Financial Report

- **Interim Payments**

Motion by VanderVeen, seconded by Kraker to approve the interim payments totaling \$96,562.68 as presented. Approved

- **Public Hearing - None**

- **Public Comments**

Janessa Smit – Allendale Trail Phase 1 support

Ray Statema – support of the Allendale Trails project

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

- **Guest Speaker**

-Clare Membiela (Library of Michigan) and Shirley Buursma (Kent District Library)

Motion by VanderVeen, seconded by VanderWall to amend the agenda. Approved

Motion by VanderVeen, seconded by Kraker to officially hire Lizzie Schab as the

Library Director pending a favorable response concerning the approval of the waiver

of the Level 1 certification for 2 years beginning in 2020. The beginning salary will be \$52,017.60 effective immediately based on the favorable response. Approved  
-Janessa Smit (Allendale Area Chamber of Commerce): 4<sup>th</sup> of July Event Update

▪ **Action Items**

**-Fill Paid on Call Firefighter Trainee Openings**

Motion by Kraker, seconded by VanderWall to approve the hire of Garrett Strover, Derek Silveria, and Chris Bannister as paid on call firefighter trainees as presented. Approved

**-Approve updated Youth Services Librarian Job Description**

Motion by VanderVeen, seconded by Hoekstra to approve the updated Youth Services Librarian job description as presented. Approved

**-Hannah Hallifax position/wage correction**

Motion by VanderVeen, seconded by VanderWall to approve Hannah Hallifax to the position of Circulation Assistant with a wage of \$11.97 per hour retroactive back to April 23, 2018 when she began performing those duties. Approved

**-Wage update recommendation from Personnel Committee**

Motion by Elenbaas, seconded by VanderWall to approve the wage recommendation from the Personnel Committee for Kyle Garlanger to \$24.78 effective beginning the next pay period. Roll call vote: Yes: Elenbaas No: Kraker, VanderWall, Richards, VanderVeen, Hoekstra Motion failed

**-Public Utilities Staffing**

Motion by Kraker, seconded by VanderWall to start advertising for a full-time Assistant Operator and full-time Operator position for the Public Utilities Department. Approved

▪ **Discussion Items**

-Allendale multi-use path connection to Greenway River Trail  
-Staff attendance at Leadership Conference

▪ **Public Comments**

Joel VanWyngarden – Library Re-establishment  
Steve Spriensma – Greenway River Trail path plan  
Leigh Rupinski – 1990 Letter to re-establish

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

▪ **Board Comments**

VanderVeen – Schedule special meetings to finish handbook, include emailed information in the Board Packet  
Elenbaas – updates on personnel profile tests, HR recommendations, facilities planning meeting

▪ **Future Agenda Items**

-Wage Range

▪ **Adjournment**

Motion by VanderWall, seconded by VanderVeen to adjourn the meeting at 10:05 pm. Approved

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor