

**Minutes of the Regular Board Meeting  
Held on Monday, August 27, 2018, 7:00 pm  
At the Allendale Charter Township Hall**

Members Present: Hoekstra (left at 8:20 pm), VanderVeen, Elenbaas, VanderWall, Kraker, Zeinstra

Member Absent: Richards

Guests Present: Bob Sullivan, Chad Doornbos, Matthew Jones, Doug Anderson, Eric Busscher, Austin Petroelje, Matt Hopwood, Mike Keefe, Randy Bosch, Tony Dolce, Bruce Nagelkirk, Nicole Jones, Doug Jones, Cheryl Jones, William O'Donnell, Bob Anderson, Lizzie Schab, Kris Anderson, Erin Anderson, Aidan Anderson

Elenbaas called the meeting to order

- Invocation was given by Elenbaas
- Pledge of Allegiance
- Approve agenda

Motion made by VanderWall, seconded by Hoekstra, to approve the agenda as presented. Approved.

- Consent Agenda

Motion made by Hoekstra, seconded by Zeinstra, to approve the consent agenda as presented.

Approved.

Items on the consent agenda were:

- Approval of the August 13, 2018, Regular Board meeting minutes
- Bills

For information:

- Financial report
- Meeting minutes of the August 6, 2018, Planning Commission meeting
- Meeting minutes (draft) of the August 20, 2018, Planning Commission meeting
- Minutes of the August 16, 2018, Public Utilities Staff meeting
- July Community Policing report

- Interim payments

Motion made by VanderWall, seconded by VanderVeen, to approve of the interim payments in the amount of \$7,375 as presented. Approved.

- Public hearings—none

- Public comments

- Sharon Kleinjans encouraged the Board to be open to small “pocket” parks, and to accept donated property should that opportunity become available.

- Guests speakers

- Mike Keefe presented Matthew Jones and Doug Anderson to the Board as they have been promoted to Sergeants. Elenbaas gave them the oath of office.

- Action items

- Ordinance 2018-9: 11017 84<sup>th</sup> Ave Rezoning Request**

- Motion made by Zeinstra, seconded by VanderVeen, to approve Ordinance 2018-9, which rezones property located at 11017 84th Avenue, per Planning Commission findings for evaluation factors. Approved. (copy attached)

- Fill Youth Services Librarian Position**

- Motion made by VanderVeen, seconded by Zeinstra, to hire Ashley Johnson as the Youth Services Librarian, at the hourly wage of \$22.97, with an increase to \$23.97 after successful completion of the orientation period, and starting with 2 weeks of vacation. Approved.

- End of Probationary Period for Scott Harkes**

- Motion made by VanderWall, seconded by VanderVeen, to remove Scott Harkes from probationary status upon successful completion of the orientation period. Approved.

- End of Probationary Period for William Latham**

- Motion made by VanderWall, seconded by VanderVeen, to remove William Latham from probationary status upon successful completion of the orientation period, increasing his hourly wage to \$14.00 per hour. Approved.

- Head Assessor Responsibilities: VanderHeide to Wolfe**

- Motion made by VanderWall, seconded by Zeinstra, to promote Tyler Wolfe to the position of Head Assessor, at the annual wage of \$72,400, and making him eligible for merit and cost of living increases as typically determined by the staff review process. Approved.

- Updated Head Assessor Employment Contract**

- Motion made by VanderWall, seconded by Kraker, to authorize the Supervisor and Clerk to sign an employment contract with Assessor David VanderHeide, with an amendment to Article 3.3 which limits the delayed compensation of \$5,000 for only the April 1, 2019, signing of the roll, and with an amendment to Article 5.2 to delete the last sentence of that paragraph. Approved.

- Discussion items

- 2019 Budget
  - 2018 Christmas/New Year's holiday schedule
  - Training opportunity of MCAT class for Finance and Planning/Zoning Departments.
  - Facility Planning
  - Wage range movement
  - Wage for Kyle Garlanger

- Public comments—none

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

- Board comments

- Leadership Conference updates

- Future Agenda Items

- 2019 Budgets
  - Facility Planning
  - Wage range movement
  - Road paving

- Adjournment

- Motion made by VanderVeen, seconded by VanderWall, to adjourn at 8:48 pm.

Approved.

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor