

Minutes of the Regular Board Meeting  
Held on Monday, November 13, 2017, 7:00 pm  
At the Allendale Charter Township Hall

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

Members Absent:

Guests Present: Bob Sullivan, Sherry Kuyt, Chad Doornbos, Kendra Gorney, Abby DeSmith, Greg DeJong, Bethany Nettleton, Tim Ratliff, Herm Kloosterman, Pam Kloosterman, Eric Westerling, Emily Spigner, Jonny VanderMolen, Ryan Smoes, Jodie VanRhee, Jackie Betts, Kelsey VanRhee, Chad Haskin, Eric Deuel, Steve Witte

Elenbaas called the Meeting to order

- Invocation was given by VanderVeen
- Pledge of Allegiance

- **Approve Agenda**

Motion by VanderWall, seconded by Zeinstra to approve the agenda as amended with the addition under Action Items the approval of a trainee firefighter. 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 October 23, 2017 Regular Board Meeting Minutes
- Approval of the November 7, 2017 Special Board Meeting Minutes
- Bills

For Information:

- Financial Report
- Planning Commission Minutes (Draft) of November 6, 2017 Meeting
- October Police Report
- October Fire Department Report
- Minutes from the November 9, 2017 Public Utilities Department Meeting

- **Interim Payments**

Motion by VanderWall, seconded by Kraker to approve the interim payment of \$135.00 as presented. Approved

- **Public Hearing None**

- **Public Comments**

- Herm Kloosterman – rezoning of MKD property
- Eric Deuel – MKD PUD change
- Tim Ratliff – MKD/Daycare Proposal

- Steve Witte – MKD rezoning

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

- **Guest Speaker**

County Commissioner, Greg DeJong gave an update on what is happening in Ottawa County

- **Action Items**

- Ordinance 2017-12: Second Reading – MKD Funeral Home / Daycare Amendment to PUD**

Motion by VanderWall, seconded by VanderVeen, to deny the amendment to the existing Matthyse Kuiper Degraaf Funeral Home Planned Unit Development Ordinance, Ordinance 2017-12, based on actions and issues discussed in reference to memorandum from Township Planner, Greg Ransford, dated October 16, 2017. Pursuant to Section 12.08 of the Allendale Charter Township Zoning Ordinance, planned unit developments must comply with all of the provisions of Section 12.08 to be approved. The motion to deny approval is based on the fact that the proposed amendment does not satisfy the following provisions of Section 12.08:

- (1) 12.08(A) which requires compliance with Subsection 12.03(A) (3) – The proposed amendment will not result in a living environment which is more or equally desirable than if the PUD were to be built on a site of three or more acres on the basis that the site does not have sufficient space to accommodate the vehicular traffic and parking required for the proposed uses;
- (2) 12.08(C) – The proposed amendment is not compatible with surrounding uses of property and the natural environment which is primarily residential in nature. The amount of vehicular traffic which will be generated by the development, the number of individuals who are likely to make use of the property on a daily basis, as well as the fencing required for the proposed activity, are not uses compatible with the residential character of the surrounding neighborhood;
- (3) 12.08(D) – The proposed amendment will result in significant adverse effects upon nearby or adjacent lands, and will significantly change the essential character of the surrounding area. The number of individuals that will be involved in the day care operation, coupled with the existing use of the property, will create significant disruption to the neighborhood and therefore change the essential character of the surrounding property which is not consistent with the Township's Master Plan or in the best interests of the Township as a whole.

Roll call Vote: Yes: Elenbaas, VanderWall, VanderVeen, Hoekstra, Kraker, Richards. No: Zeinstra.

The motion to deny the proposed amendment is approved.

**-Resolution 2017-58: Approval of 2018 Budget**

Motion by Kraker, seconded by VanderWall to approve Resolution 2017-58 – 2018 Budget as presented. Approved

**-Resolution 2017-59: Update Resolution 2017-39 dates to reflect updated paving timing**

Motion by Zeinstra, seconded by Kraker to approve Resolution 2017-59 – Update of Resolution 2017-39 an update of paving dates for 64<sup>th</sup> Ave. Approved

**-Job Description/Posting Update: Approve Lab Technician job description update for backfill of Chad Doornbos position**

Motion by Elenbaas, seconded by Kraker to approve the job description of the Lab Technician as presented with a pay range of \$19 to \$25 per hour based on qualifications and approval to post immediately. Approved

**-Request from Superintendent to update Public Utilities Operator posting from part-time to full time**

Motion by Kraker, seconded by VanderVeen to update the Public Utilities Operator job posting to include variable shifts for hours and change from part-time to full-time and post immediately. Approved

Motion by Elenbaas, seconded by VanderVeen to remove the currently posted part-time Public Utilities Operator position. Approved

**-Approval of a new trainee Firefighter**

Motion by Elenbaas, seconded by Hoekstra to approve the addition of Blues Heintzelman as a new trainee firefighter. Approved

▪ **Discussion Items**

**-Work session dates**

Add Tuesday December 5 and 12, 2017 at 6:30 pm as Special Board Meetings

**-Brittany Nuland pay**

Waiting for completion of the Wage Study

**-Payment of Additional Bills**

Motion by VanderWall, seconded by Zeinstra to approve the additional bills present for payment added on Monday. Approved Future cut off for bills will be noon on the Friday before the Board Meeting.

▪ **Public Comments**

- Herm Kloosterman – Thank you to the Board for the action at tonight’s meeting

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

▪ **Board Comments**

Planning Commission need 4 more tablets preferably with a larger screen than the ones previously purchased.

Retirement Open House for Steve Boss is this Thursday from 5:30 to 7:30 pm

Project Facilitator, David Vanginhoven starts tomorrow, Library Director, Bethany Nettleton and HR Coordinator, Caitlin Kunst will both start on November 27, 2017.

- **Future Agenda Items**

- Employee Handbook

- Rate Study and updates to the affected Ordinances

- **Adjournment**

- Motion by VanderWall, seconded by Zeinstra to adjourn the meeting at 8:21 pm.

- Approved

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor