

Minutes of the Regular Board Meeting
Held on Wednesday, December 27, 2017, 8:00 am
At the Allendale Charter Township Hall

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

Members Absent:

Guests Present: Bob Sullivan, Caitlin Kunst, Audrey Carlstrom, David VanGinhoven, Bethany Nettleton, Kelli McGovern, Chris Dill, Tim VanBennekom

Elenbaas called the Meeting to order and opened with the Pledge of Allegiance

- Invocation was given by Richards
- **Approve Agenda**
Motion by VanderWall, seconded by Kraker to approve the agenda as presented.
Approved
- **Consent Agenda**
Motion by Hoekstra, seconded by VanderWall to approve the consent agenda as presented. Approved
Items on the consent agenda were:
 - Approval of the December 11, 2017 Regular Board Meeting Minutes
 - Approval of the December 12, 2017 Special Board Meeting Minutes
 - BillsFor Information:
 - Financial Report
 - December 14, 2017 Public Utilities Staff Meeting Notes
 - November Fire Department Report
- **Interim Payments**
Motion by Zeinstra, seconded by Kraker to approve the interim payment of \$1,166 as presented. Approved
- **Public Hearing None**
- **Public Comments - None**
Motion by Elenbaas, seconded by Zeinstra to close public comment. Approved
- **Guest Speaker**
 - Introduction of new staff members
 - Caitlin Kunst – Human Resources Coordinator
 - Audrey Carlstrom – Public Utilities Lab Technician
 - David VanGinhoven – Project Facilitator
 - Bethany Nettleton – Library Director
- **Action Items**

-Resolution 2017-64: End of year budget amendments

Motion by VanderWall, seconded by Hoekstra to approve Resolution 2017-64: End of year budget amendments as amended. Approved

-Resolution 2017-63: Township Committee Appointments

Motion by Kraker, seconded by Zeinstra to approve Resolution 2017-63: Township Committee Appointments as presented. Approved

-Policy for Winter Clothing in the Public Utilities Dept.

No action taken to approve the policy for winter clothing in the Public Utilities Department. After taking inventory, we will purchase the necessary winter clothing for 2 employees. Policy will be presented at a future Board meeting for approval.

▪ **Discussion Items**

-Certification/licensing testing costs

-Wage Study – how to handle employee placement

▪ **Public Comments - None**

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

▪ **Board Comments**

Hoekstra – New Community Policing Officer to start January 14

VanderWall – Looking into the BS&A Purchasing Module

VanderVeen – MTA Conference registration reminder

▪ **Future Agenda Items**

Next Special Board Meeting date to continue with HR items is January 16, 2018 at 6:30 pm

▪ **Adjournment**

Motion by VanderWall, seconded by Kraker to adjourn the meeting at 9:13 am.

Approved

Laurie Richards
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor