

Minutes of the Regular Board Meeting  
Held on Monday, April 24, 2017, 7:00 pm  
At the Allendale Charter Township Hall

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

Members Absent: VanderWall, VanderVeen

Guests Present: Crystal Bultje, Steve Boss, Jordyn Agnew, Lynette Agnew

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

- Invocation was given by Elenbaas
- **Approve Agenda**  
Motion by Kraker, seconded by Zeinstra to approve the agenda as presented.  
Approved
- **Consent Agenda**  
Motion by Kraker, seconded by Zeinstra to approve the consent agenda as presented.  
Approved

Items on the consent agenda were:

- Approval of the April 10, 2017 Regular Board Meeting Minutes
- Bills

For Information:

- Financial Report
- March Police Report
- Minutes from Public Works Staff Meeting of April 13, 2017
- Planning Commission (Draft) Minutes of April 17, 2017

- **Interim Payments**  
Motion by Hoekstra, seconded by Zeinstra to approve the interim payments of \$854.00 as presented. Approved
- **Public Hearing - None**
- **Public Comments - None**  
Motion by Elenbaas, seconded by Richards to close public comment. Approved
- **Guest Speaker**  
Steve Boss: Public Works Annual Report
- **Action Items**  
-Recommendation to hire Assessing Intern  
Motion by Elenbaas, seconded by Zeinstra to hire Connor Galligan for the Assessing summer intern position with a starting wage of \$10.00 per hour, 40 hours per week for the months of May through August. Approved

-Recommendation to hire part-time Maintenance position

Motion by Elenbaas, seconded by Kraker to hire Troy Teller for the Summer Part-time Maintenance position with a starting wage of \$13.00 per hour for approximately 3 days a week with an ending date not to exceed November 1, 2017. Approved

-Township policy for waiving fees for non-profit organizations

Motion by Kraker, seconded by Elenbaas to waive the \$30.00 fee for a Home Occupation Permit as requested by a non-profit organization. Roll call vote: Yes: Zeinstra, Hoekstra, Kraker, Richards, Elenbaas Approved

▪ **Discussion Items**

-Lawn care for WWTP Lift Stations

11 properties are involved. We will look into this further to do a cost analysis for outsourcing this vs doing this in-house.

▪ **Public Comments - None**

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

▪ **Board Comments**

Tablets for the Planning Commission was discussed

Paving of 64<sup>th</sup> Avenue and sidewalk was discussed

Arranging a joint meeting with the board and the Chamber of Commerce Board on "Development Ready Communities"

▪ **Future Agenda Items**

-Budget Resolution

-Board compensation: Salary vs Per Diem

-Employee Handbook

▪ **Adjournment**

Motion by Richards, seconded by Kraker to adjourn the meeting at 8:30 pm. Approved

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor