

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
MARCH SESSION 2nd DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, March 25, 2024, at 6:00 p.m. and was called to order at 6:03 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Smit; Ms. Hansen; Ms. Kraker; Mr. Vander Wall; and Mr. Elenbaas. (5)

Absent at Roll Call: Mr. Zeinstra; and Ms. Schuitema (2)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Cheryl Clark, Ottawa County Treasurer; Chief Mike Keefe, Fire Department; Sgt. Cal Keuning, Sheriff Department; Megan VanNoord; and Derek Dalman.

Mr. Smit pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 24-042 Mr. Vander Wall moved to approve the agenda of today as amended by adding the following to the Action Items: "Resolution 2024-07: Allendale Crossings Planned Unit Development Amendment, Jiffy Lube"; and Resolution 2024-08: Veterans Garden of Honor Brick Donation Program Termination". The motion passed.

BOT 24-043 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 11, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$167,590.77 and interim payments of \$127,644.44, as presented by the summary report for March 25, 2024.

The motion passed.

Items Received for Information

1. Planning Commission March 4, 2024, Meeting Minutes.
2. February Sheriff's Department Report.
3. 2023 Year End Fire Department Report.

Public Hearings- None

Public Comments

Comments were received from:

1. Derek Dalman, Zeeland

BOT 24-044 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Ottawa County Treasurer, Cheryl Clark, provided county updates which included overviews on the process of working with local units and delinquent taxes; statistics on delinquencies for this year; foreclosure processes and programs that may assist in avoiding foreclosure; statistics on 2023 foreclosures.

Chief Mike Keefe, Fire Department, provided a presentation on the 2023-year end report.

Action Items

BOT 24-045 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-06: Library Fee Schedule; a resolution updating certain library fees; and establishing an effective date. The motion passed.

BOT 24-046 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-07: Allendale Crossings Planned Unit Development Amendment- Jiffy Lube; a resolution amending the Planned Unit Development to allow for adding Minor Automotive Repair as a permitted use within the PUD; establishing certain conditions; and outlining violations. The motion passed.

BOT 24-047 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-08: Veteran's Garden of Honor Brick Donation Program Termination; a resolution terminating the Veteran's Garden of Honor Brick Donation Program; and revoking any resolutions in conflict with. The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview of the proposed policy for Filling Vacancy on the Board of Trustees. He sought feedback on how to proceed

with drafting the policy.

Several board members had questions and comments.

Public Comments

1. Sgt. Cal Keuning, Sheriff's Department
2. Chief Mike Keefe, Fire Department

BOT 24-048 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Hansen conveyed a thank you message from Deputy Clerk Elizabeth Szymanski for supporting her attendance at MAMC Institute. Ms. Hansen also thanked the board for their support in allowing herself and Ms. Szymanski the opportunity to take the courses required to apply for their Michigan Public Municipal Clerk Certification. She informed the board that both she and Ms. Szymanski have graduated and are in the process of applying for their MiPMC certifications.

Mr. Elenbaas informed the board that the open Planning and Zoning Administrative Assistant position has provided an opportunity to reevaluate job responsibilities. He will be bringing suggested reorganization opportunities for the board to consider in an upcoming meeting.

The board watched the 2023 Year End Fire Department Overview video that highlighted many of the fire department activities and team members.

BOT 24-049 Mr. Vander Wall moved to adjourn the meeting at 7:32 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale