

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JANUARY SESSION 1ST DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, January 10, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Mr. Vander Wall; Ms. Vander Veen; Mr. Murillo and Mr. Elenbaas. (7)

Absent: None (0)

Staff and Guest Present: Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Deputy Zach Martinie, Sheriff Department; and Greg DeJong, Ottawa County Commissioner.

Mr. Elenbaas pronounced the invocation.

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

BOT 22-001 Mr. Vander Wall moved to approve the agenda of today with the following amendments: add "Greg DeJong, Ottawa County Commissioner: County Updates"; and "Sergeant Cal Keuning, Sheriff Department: Introductions" to Guest Speakers. The motion passed.

BOT 22-002 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the December 29, 2021, Board of Trustees meeting.
2. To approve the general claims in the amount of \$154,272.03 and no interim payments, as presented by the summary report for January 11, 2022.

The motion passed.

Items Received for Information

1. Financial Report

2. Minutes of the January 3, 2022, Planning Commission Meeting
3. Fire Department December Monthly Report

Public Hearings- None

Public Comments and Communications - None

BOT 22-003 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update, which included the following: The Commissioners are having discussions surrounding ARPA funds. They are investigating various employee retention ideas. The county currently has 65 open positions. Ottawa County Parks has recently mailed a brochure highlighting the numerous activities that are offered in the winter months. The resident survey indicated a need to send a county-wide newsletter to residents. This newsletter will be mailed to residents soon and contains a variety of helpful information. Senator Victory informed the Commissioners that Ottawa County was awarded \$1.1 million dollars to monitor water situations and to find solutions for our communities. The county offers weekly Covid-19 updates on its website. Commissioner DeJong announced he has filed for re-election and hopes to continue to serve the citizens in this district.

Sergeant Cal Keuning, Sheriff Department, introduced Deputy Zach Martinie, our newest police member assigned to Allendale Township. Deputy Martinie provided a brief background to the board. He will work shifts opposite Deputy Apollo and is replacing Deputy Malkowitz who has secured a road patrol position in Grand Haven.

Several board members had questions, comments and welcomed Deputy Martinie to the team.

Action Items- None

Discussion Items

Kevin Yeomans, Assistant Administrator, provided a background on IT

services including the history, county services, needs assessment due to growth rate, and a recap of the decision to transition to Rehmann services. He explained that due to limited access to information, the IT assessment overlooked the need for: servers, disaster recovery services, and security features. Mr. Yeomans presented the board with a request of \$52,776.00 to secure servers. In addition, he requested \$10,808.00 for disaster recovery and security features. The \$10,808.00 will be an annual recurring cost. These requests are outlined in Budget Amendments one (1) and (2).

BOT 22-004 Mr. Vander Wall moved to amend the agenda and add “Approval of budget amendments” to Action Items. The motion passed.

Action Items

BOT 22-005 Mr. Zeinstra moved to approve Budget Amendment 1 in the amount of \$31,792.00; and Budget Amendment 2 in the amount of \$31,792.00. the motion passed as shown by the following votes:
YEAS: Mr. Zeinstra; Ms. Kraker; Mr. Vander Wall; Ms. Hansen; Ms. Vander Veen; Mr. Murillo and Mr. Elenbaas. (7)

NAYS: None (0)

ABSENT: None (0)

Public Comments and Communications- None

BOT 22-006 Ms. Hansen moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided an MTA 2022 Conference overview. He asked if any board members would like to attend to please let him or Ms. Hansen know by this week. Several board members indicated they would like to attend.

Mr. Zeinstra sought, and was provided, clarification on Covid vaccination policy. He asked for direction from the board if the Planning Commission should continue with revisions on the proposed Tree Ordinance that the board returned to the Planning Commission from a few meetings back. The board indicated the Ordinance did not need further action at this time.

Ms. Vander Veen informed the board that she met with Terry VanDyken, Mary

Cook, and Margaret Wheeler on the preservation efforts of the Schoolhouse.

Mr. Murillo informed the board that he has met with Terry VanDyken and Terry Visser on the preservation efforts of the Schoolhouse.

Ms. Kraker informed the board she will be travelling on January 24, 2022; if no delays arise during her travel, she will be attending the next board meeting. If there are delays, she may not be able to attend.

BOT 22-007 Mr. Vander Wall moved to adjourn the meeting at 7:19 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, January 24, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Ms. Vander Veen; Mr. Murillo and Mr. Elenbaas. (6)

Absent: Mr. Vander Wall (1)

Staff and Guest Present: Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator via Teams; Chad Doornbos, Public Utilities Superintendent; and Corey Turner, Flies & Vanden Brink.

Ms. Hansen pronounced the invocation.

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

BOT 22-008 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-009 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the January 10, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$239,922.30 and \$2,290.75 interim payments, as presented by the summary report for January 25, 2022.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the January 3, 2022, Planning Commission Meeting

3. Minutes of the January 12, 2022, Election Commission Meeting
4. Resolution 2022-01EC; Precinct Boundaries

Public Hearings- None

Public Comments and Communications - None

BOT 22-010 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Kevin Yeomans, Assistant Administrator, provided a brief update on the fire station construction phases. He indicated that the RFP went out on January 17, 2022. There is a pre-bid meeting January 28, 2022, and interviews are scheduled for early February to determine the recommended construction company to award the bid to.

Several board members had questions and comments.

Action Items

BOT 22-011 Mr. Elenbaas introduced Ordinance 2022-01 Zoning Text Amendments Ordinance; an ordinance amending the text in Section 24.06H- Waste Disposal Facilities; and amending Section 24.06J- Building Appearance; and providing for repeal and severability provisions; and the effective date of this ordinance; for its first reading.

BOT 22-012 Ms. Vander Veen moved to approve the auditorium rental fee waiver request for the Allendale Little League for the 2022 planning meeting dates as outlined, with the stipulation that the Allendale Little League will clean the facility after each use; and the Allendale Little League is required to pay the necessary security deposit. The motion passed.

Discussion Items

Mr. Elenbaas provided a brief history and introduced the proposed Parks and Recreation Bylaws. Several board members provided suggested edits.

Kevin Yeomans, Assistant Administrator, gave the board an update on the progress of the codification process with General Code. He indicated that the online beta website will require review. An internal committee consisting of

various township employees, and township legal counsel has been formed to review the website.

Kevin Yeomans, Assistant Administrator, informed the board of the need to examine land use regulations specific to mini warehouses and self-storage facilities. He introduced proposed Resolution 2022-01: Special Use Moratorium; a resolution initiating a moratorium on the issuance of permits for the construction of mini warehouse and self-storage facilities in the General Commercial District. Mr. Yeomans indicated this moratorium provides an opportunity for the Planning Commission to review the Master Plan and determine if such construction will negatively impact the long-term health and sustainability of the community if such developments are permitted within certain areas of the General Commercial District.

Several board members had questions and comments.

Action Items

- BOT 22-013 Ms. Hansen moved to amend the agenda and add “Resolution 2022-01; Special Use Moratorium; a resolution initiating a moratorium on the issuance of permits for the construction of mini warehouse and self-storage facilities in the General Commercial District” to Action Items; and to approve and authorize the clerk/supervisor to sign Resolution 2022-01. The motion passed.

Public Comments and Communications- None

- BOT 22-014 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Vander Veen inquired as to the capability of remote participation in meetings and informed the board that she has been communicating with legislators. Her hope is to institute change in legislation that will support the capability of remote participation in board meetings. She asked other board members to help by joining her in these efforts.

- BOT 22-015 Mr. Zeinstra moved to adjourn the meeting at 7:44 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
FEBRUARY SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, February 14, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Mr. Vander Wall; Mr. Murillo and Mr. Elenbaas. (6)

Absent: Ms. Vander Veen (1)

Staff and Guest Present: Sergeant Cal Keuning, Sheriff Department; Deputy Joe Apolo, Sheriff Department; Kevin Yeomans, Assistant Administrator; Greg DeJonge, Ottawa County Commissioner; Chief Mike Keefe, Allendale Fire Department; Lieutenant David Marshall, Allendale Fire Department; Sergeant Erick Busscher, Allendale Fire Department; Captain Tony Dolce, Allendale Fire Department; Deputy Chief Randy Bosch, Allendale Fire Department; Firefighter Mitch Lass, Allendale Fire Department; Lieutenant Kyle Garlanger, Allendale Fire Department; Firefighter Mike Augustyn, Allendale Fire Department; and Sam Sterk.

Mr. Murillo pronounced the invocation.

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

BOT 22-016 Mr. Vander Wall moved to approve the agenda of today with the following amendment: to add Sergeant Cal Keuning and Deputy Joe Apollo to Guest Speakers. The motion passed.

BOT 22-017 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the January 24, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$764,994.58 and \$33,889.54 interim payments, as presented by the summary report for February 15, 2022.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the January 17, 2022, Planning Commission Meeting
3. Planning Commission 2022 Work Program
4. Sheriff's Department December Monthly Report
5. Sheriff's Department January Monthly Report
6. Fire Department January Monthly Report
7. Wombat Award

Public Hearings- None

Public Comments and Communications - None

BOT 22-018 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJonge provided an Ottawa County update including: GVSU Student Senate meeting, the Ottawa County newsletter captured the attention of many area residents, specifically the Smart 911 Program; Deputy Michael DeVito received the Ottawa County Customer Service Award; an overview of 211 services that are available; Walk for Warmth charity event; various winter activities available at Ottawa County Parks; Loyalty Bonuses for Ottawa County employees; departmental annual reports have begun, many are available online; and Grand Marshall idea for the 4th of July parade. Specifically, Commissioner DeJonge would like to honor all our health care workers and have them be the Grand Marshalls for our next parade. He indicated he is willing to help with this however he can.

Sergeant Cal Keuning introduced Deputy Joe Apolo to the board. Deputy Joe Apolo provided a brief introduction and background of himself.

Several board members had questions and comments.

Action Items

- BOT 22-019 Mr. Elenbaas introduced Ordinance 2022-02 Zoning Map Amendment, Centennial Farm Rezoning; an ordinance amending certain property in the Township to the GC General Commercial Zoning District; for its first reading.
- BOT 22-020 Mr. Elenbaas introduced Ordinance 2022-03 Zoning Text Amendment Ordinance; an ordinance that will add Section 14.07 – Moratorium: to place a moratorium on the construction of mini warehouse and self-storage facilities as a special use in the General Commercial District for 12 months of the Allendale Charter Township Zoning Ordinance; for its first reading.
- BOT 22-021 Mr. Elenbaas introduced Ordinance 2022-04 Zoning Text Amendment, Zero Yard Setback Ordinance; an ordinance that will amend Section 4.01D – Zoning Districts to change the Article 8 reference; will amend Article 8 – R-2 Medium Density Single and Two-Family Residential District by changing its title name; will amend Section 13A.05(3) – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 13A.05(4) – Area Regulations, Rear Yard to allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 14.05B – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 14.05C – Area Regulations, Rear Yard to allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 15.05B – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 15.05C – Area Regulations, Rear Yard to allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 16.06B – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction and; will amend Section 16.06C – Area Regulations, Rear Yard allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction of the Allendale Charter Township Zoning Ordinance; for its first reading.
- BOT 22-022 Mr. Zeinstra move to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-01 Zoning Text Amendments Ordinance; an ordinance amending the text in Section 24.06H- Waste Disposal Facilities; and amending Section 24.06J- Building Appearance; and providing for repeal and

severability provisions; and the effective date of this ordinance. The motion passed.

BOT 22-023 Ms. Kraker moved to approve the promotion of Ann Bates to Circulation Assistant II at a wage of \$16.01 per hour. The motion passed.

Discussion Items

Kevin Yeomans, Assistant Administrator, gave the board a brief overview of the township financial status. He indicated that the last couple of years have been better than expected, with a surplus of \$600,000.00 unanticipated funds.

Kevin Yeomans, Assistant Administrator, provided an update on the fire station. He highlighted the updated timeline and what processes have been completed thus far. He gave a recap of three various bids on the project and an assessment of the general contractor interviews. Given the uptick in construction costs, bids came in a little higher than originally anticipated. All the bids will require additional funding to proceed with project construction. The three bids are as follows: Erhardt Construction- \$5,571,000.00; Wolverine Building Group- \$5,517,000.00; and EV Construction- \$5,857,000.00. After careful consideration, Mr. Yeomans indicated the selection committee recommends Erhardt Construction with a bid of \$5,571,000.00 for the project. He informed the board that a budget amendment in the amount of \$410,000.00 will be required to cover the total costs of the project if the board approves the committee's recommendation.

Several board members had questions and comments.

Action Items

BOT 22-024 Mr. Murillo moved to select and approve the Fire Station Construction bid submitted by Erhardt Construction in the amount of \$5,571,000.00, and to authorize the Supervisor to sign the appropriate contract and paperwork. The motion passed.

BOT 22-025 Mr. Zeinstra moved to approve 2022 budget amendments 3 and 4; a \$410,000.00 transfer from the General Fund to the Fire Station Building Fund. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Kraker; Mr. Vander Wall; Mr. Murillo; Ms. Hansen;

and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Ms. Vander Veen (1)

Public Comments and Communications- None

BOT 22-026 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas inquired as to whether the board was interested in having our own 911 services rather than contracting with the county. The board was not interested in pursuing this option.

Ms. Hansen provided a brief update on elections for the township. It has been discovered that three homes in Allendale Township are part of Hudsonville School District and therefore will require a May election. She is working with neighboring jurisdictions to consolidate precincts and accommodate these voters.

BOT 22-027 Mr. Vander Wall moved to adjourn the meeting at 7:11 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, February 28, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Mr. Vander Wall; Mr. Murillo and Mr. Elenbaas. (6)

Absent: Ms. Vander Veen (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Kelli McGovern, Planning & Zoning Administrator Assistant; and Tim VanBennekom, Finance Director.

Mr. Zeinstra pronounced the invocation.

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

BOT 22-028 Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 22-029 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 14, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$219,395.29 and \$439.28 interim payments, as presented by the summary report for March 1, 2022.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the February 7, 2022, Planning Commission Meeting

3. Fire Department 2021 Year End Report

Public Hearings- None

Public Comments and Communications - None

BOT 22-030 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 22-031 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-02 Zoning Map Amendment Ordinance, Centennial Farm Rezoning; an ordinance amending certain property in the Township to the GC General Commercial Zoning District. The motion passed.

BOT 22-032 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-03 Zoning Text Amendment Ordinance; an ordinance that will add Section 14.07 – Moratorium: to place a moratorium on the construction of mini warehouse and self-storage facilities as a special use in the General Commercial District for 12 months of the Allendale Charter Township Zoning Ordinance. The motion passed.

BOT 22-033 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-04 Zoning Text Amendment, Zero Yard Setback Ordinance; an ordinance that will amend Section 4.01D – Zoning Districts to change the Article 8 reference; will amend Article 8 – R-2 Medium Density Single and Two-Family Residential District by changing its title name; will amend Section 13A.05(3) – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 13A.05(4) – Area Regulations, Rear Yard to allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 14.05B – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 14.05C – Area Regulations, Rear Yard to allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 15.05B – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction; will amend Section 15.05C – Area Regulations, Rear Yard to allow a zero yard rear setback when a building is proposed in conjunction with an abutting

lot and built of fire-retardant construction; will amend Section 16.06B – Area Regulations, Side Yard to allow a zero yard side setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction and; will amend Section 16.06C – Area Regulations, Rear Yard allow a zero yard rear setback when a building is proposed in conjunction with an abutting lot and built of fire-retardant construction of the Allendale Charter Township Zoning Ordinance. The motion passed.

BOT 22-034 Ms. Hansen moved to approve the hiring of Sheri Christensen for the Substitute Library Page and Circulation Assistant position at a wage of \$15.25 per hour. The motion passed.

Discussion Items

Kevin Yeomans, Assistant Administrator, and Kelli McGovern introduced Project Plutus; a project to identify areas of improvement in the Land, Use and Development process. Mr. Yeomans informed the board of several needs that have been identified. He indicated the changes proposed would help to increase communications and transparency with developers and customers in general. Ms. McGovern clarified current processes and answered several questions from board members.

Adam Elenbaas, Supervisor, provided an explanation of the Community Development Block Grant (CDBG). He indicated a public hearing was needed to finalize the grant and comply with the requirements needed to close it out. A public hearing will afford the citizens an opportunity to submit comments and receive a final report on the completion of the property site readiness and feasibility study pertaining to the property on the corner of 56th Avenue and Rich Street. The public hearing is scheduled at the next Township Board meeting on March 14, 2022, at 6:00 p.m.

Several board members had questions and comments.

Public Comments and Communications- None

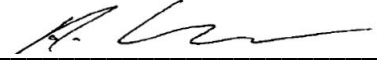
BOT 22-035 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments- None

BOT 22-036 Mr. Vander Wall moved to adjourn the meeting at 6:54 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
MARCH SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, March 14, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Mr. Murillo and Mr. Elenbaas. (5)

Absent: Ms. Vander Veen and Mr. Vander Wall (2)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Garry Scholten, Public Utilities Water Supervisor; Greg DeJong, Ottawa County Commissioner; John Tenpas, Driesenga & Associates; Greg King, Lakeshore Advantage; Dave Ash, Lakewood Construction; John Behers, and Debbie Culbertsen.

Mr. Elenbaas pronounced the invocation.

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

BOT 22-037 Mr. Zeinstra moved to approve the agenda of today with the following amendments: to remove Resolution 2022-02; Local Governing Body Non-Profit Recognition for Charitable Gaming License 2022 Senior Class Parent Committee and Churchside Estates Preliminary Plat: Tentative Approval from the Action Items. The motion passed.

BOT 22-038 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 28, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$206,120.46 and no interim payments, as presented by the summary report for March 15, 2022.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the February 21, 2022, Planning Commission Meeting
3. Fire Department February Monthly Report
4. Assessing Laptop Budget Amendment #5 Request- Internally Approved
5. Library Laptop Budget Amendment #6 Request- Internally Approved

Public Hearings

1. Michigan Community Development Block Grant (CDBG)

Greg King; Lakeshore Advantage provided a brief overview of the CDBG process from 2019- current. He indicated that the purpose of the grant was to assess site readiness for the 189 acres located on the NE corner of Rich and 56th Avenue. The purpose of this public hearing is not to decide on proceeding with the potential site proposals, but rather to close out the grant process.

John Tenpas; Driesenga & Associates presented a review of the site study findings which included: 2019 Feasibility Study, 2020 Topo/Boundary Map, 2020 Geotechnical Report, 2020 Phase I Environmental Site Assessment, 2021 Site Readiness Narrative, and 2022 Traffic Study. Mr. Tenpas provided the board with proposed site development ideas which included a 17 site Industrial Park with buildings ranging from 72,000 sq. ft. to 150,000 sq. ft. and a 7 site Industrial Park with buildings ranging from 72,000 sq. ft. to 500,000 sq. ft. He gave an overview of various improvements that would be required before proceeding with any development of the site. These include: road improvements on sections of 48th and Rich Street, utility improvements, water and sewer main extensions, and an upgrade to existing drains. Improvement costs are estimated at \$22,000,000.00.

Several board members had comments and questions.

Mr. Elenbaas opened the public hearing at 6:42 p.m.

Comments were received from:

1. Greg DeJong, Allendale

BOT 22-039 Mr. Elenbaas moved to close the public hearing at 6:44 p.m. The motion passed.

Public Comments and Communications - None

BOT 22-040 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update including: Sheriff Kempker recognized deputies for life saving awards; new County Administrator announcement should be coming around March 24, 2022; Departments have begun presenting the annual presentations to the board. Commissioner DeJong encourages everyone to see the annual reports on the county website. They outline all the great things that have been done at Ottawa County; and the 2nd County Newsletter should be mailed out in a couple of months. If you have any suggestions on content, please contact Commissioner DeJong.

Action Items

BOT 22-041 Ms. Kraker moved to approve and authorize the Supervisor to sign and submit the Independence Day Fireworks Permit Application. The motion passed.

Garry Scholten, Public Utilities Water Supervisor provided an overview of the Allendale Public Utilities Bid for Additional Vehicle proposal. Mr. Scholten outlined the concerns of vehicle to employee ratios and the need for an additional vehicle. A new vehicle has been planned for in the 2022 budget. If approved, the purchase would utilize discounts through the state MiDeals program.

BOT 22-042 Mr. Zeinstra moved to approve and authorize the Public Utilities Superintendent to purchase a new Public Utility vehicle as outlined in the Allendale Public Utilities Bid for Additional Vehicle proposal at a budgeted cost of \$32,279.00. The motion passed.

Discussion Items

Mr. Elenbaas informed the board that Kent County Administrator, Al Vanderberg has graciously agreed to facilitate a strategic planning session for the Board of Trustees. Several potential dates were set, and Mr. Elenbaas will contact Mr. Vanderberg to finalize.

Public Comments and Communications

Public comments were received from:

1. Cal Keuning, Sheriff Department

BOT 22-043 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas sought direction from the board regarding the Parks & Recreation By-Laws. It was determined the best course of action is to send the drafted by-laws to the Parks and Recreation Committee for edits and feedback and then to bring those proposals to the board at an upcoming meeting. He also informed the board that Lydale Weaver, Human Resource Director has been evaluating the holiday schedule and will propose recommended changes at a future meeting.

Mr. Zeinstra recently attended a conference and was reminded of the importance of checking the expiration on Automated External Defibrillators (AED) devices.

Ms. Hansen thanked and gave kudos to Shelly Kowalczyk for ensuring our township safety devices are up to date and finding ways to continuously keep our team safe.

BOT 22-044 Mr. Zeinstra moved to adjourn the meeting at 7:10 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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 28, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Ms. Vander Veen and Mr. Elenbaas. (5)

Absent: Mr. Murillo and Mr. Vander Wall (2)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Mary Cook, Library Director; Don DeGroot, Exxel Engineering; Terry VanDyken; and Lorraine Busman

Ms. Kraker pronounced the invocation.

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

BOT 22-045 Mr. Zeinstra moved to approve the agenda of today with the following amendments: to correct the name of Churchside Estates Preliminary Plat: Tentative Approval to Springfield North Preliminary Plat: Tentative Approval under Action Items. The motion passed.

BOT 22-046 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 14, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$215,838.00 and interim payments of \$66.85, as presented by the summary report for March 29, 2022.

The motion passed.

Items Received for Information

1. Financial Report

2. Minutes of the March 7, 2022, Planning Commission Meeting

3. Sheriff Department February Monthly Report

Public Hearings- None

Public Comments and Communications - None

BOT 22-047 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 22-048 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-02; Local Governing Body Non-Profit Recognition for Charitable Gaming License for the 2022 Senior Class Parent Committee. The motion passed.

BOT 22-049 Mr. Zeinstra moved to tentatively approve Phase I of Springfield North Preliminary Plat. The motion passed.

BOT 22-050 Ms. Vander Veen moved to approve the Volunteer Handbook and Applications with the recommended edits, which include adding parent/guardian language and amending Violence Free Workplace section to reflect the same language as what is in the Employee Handbook. The motion passed.

Discussion Items

Mary Cook, Library Director reviewed the proposed Library Meeting Room Use Agreement. She outlined the proposed rules and regulations that will govern the use of the meeting room

Mary Cook, Library Director presented proposed Library Advisory Board By-Laws. She clarified various proposed language updates.

Ms. Hansen provided an update on the status of the Schoolhouse Preservation Committee. She indicated that the Library Advisory Board voted 6:0 to not support the placement of the VanWestenburg Schoolhouse on library property. Ms. Hansen sought direction from the board in how to proceed going forward.

Several board members had questions and comments.

BOT 22-051 Mr. Zeinstra moved to amend the agenda by adding "Schoolhouse Preservation Committee" to the Action Items. The motion passed.

Action Items

BOT 22-052 Mr. Zeinstra moved to dissolve the Schoolhouse Preservation Committee. The motion passed.

Public Comments and Communications

Public comments were received from:

1. Terry VanDyken
2. Lorraine Busman

BOT 22-053 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Zeinstra inquired about the Strategic Planning Work Session.

Ms. Hansen thanked the Schoolhouse Preservation Committee for their hard work and hopes they continue with their efforts of finding a home for the VanWestenburg Schoolhouse somewhere within the community.

Ms. Vander Veen inquired on board meeting dates.

BOT 22-054 Mr. Zeinstra moved to adjourn the meeting at 7:26 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
APRIL SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, April 11, 2022, at 6:00 p.m. and was called to order at 6:02 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Mr. Murillo; Mr. Vander Wall; Ms. Hansen; Ms. Vander Veen and Mr. Elenbaas. (6)

Absent: Ms. Kraker (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Lydale Weaver, Human Resource Director; Tim VanBennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; Greg DeJong, Ottawa County Commissioner; Rebecca Wildeboer, and Tara DeKryger.

Ms. Hansen pronounced the invocation.

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

BOT 22-055 Mr. Vander Wall moved to approve the agenda of today with the following amendments: to add Commissioner Greg DeJong as a Guest Speaker. The motion passed.

BOT 22-056 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 28, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$203,529.38 and no interim payments, as presented by the summary report for April 12, 2022.

The motion passed.

Items Received for Information

1. Financial Report

2. Minutes of the March 21, 2022, Planning Commission Meeting
3. Minutes of the March 15, 2022, Downtown Development Authority Meeting
4. Springfield North Estates Memo

Public Hearings- None

Public Comments and Communications

Comments were received from:

1. Tara DeKryger, Allendale

BOT 22-057 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update including: Rosy Mound expansion; Ottawa Sands Trail received grant funds for pavement improvements around the lake; Allendale Middle and High School Science Olympiad Teams qualified for state; John Shay will be the next County Administrator; Quarterly legislative updates; and the June County newsletter is coming soon.

Chad Doornbos, Public Utilities Superintendent provided a recap of Phase II of the WRRF improvements that include expansion of the WRRF Facility and the relocation of the Grand Valley Trunk Sewer line. Mr. Doornbos has been researching the NEREDA process. The benefits of this process will help alleviate cost of chemicals, which have increased 40%, prepare the organization for future discharge limits, increase efficiency in biological nutrient removal processes, and reduce our footprint which will allow for ease of future expansion and sludge handling processes. He outlined some of the next steps which will include a request for approval of the Moore & Bruggink design work proposal at a cost of \$1.3 million. \$500,000 of that has already been appropriated in this year's budget. In addition, he will be presenting the board with a resolution of "Intent to Bond" at an upcoming meeting.

Action Items

BOT 22-058 Ms. Vander Veen moved to approve Library Community Room Reservation Agreement. The motion passed.

- BOT 22-059 Mr. Elenbaas introduced Ordinance 2022-05; Zoning Map Amendment- Alderink, 5713 Lake Michigan Drive for its first reading.
- BOT 22-060 Mr. Elenbaas introduced Ordinance 2022-06; Zoning Map Amendment- Marcusse, 5630 Lake Michigan Drive for its first reading.
- BOT 22-061 Ms. Vander Veen moved to authorize staff to approve the performances for the Summer Concert series and to enter into agreements with the performers and to provide notification to the board once formulated. The motion passed.

Discussion Items

Tim VanBennekom, Finance Director and Kevin Yeomans, Assistant Administrator presented the following recommendations: to establish a Minimum Fund Balance Target for financial stabilization and long-term planning; to increase organization protections by creating and operating emergency reserves, and to establish Capital Improvement/Special Projects Fund for long-term planning and increased transparency.

Tim VanBennekom, Finance Director provided an ARPA Funds update. The Federal government has established four separate spending categories. Municipalities must report which category they will be designating funds to by the end of April 2022. The categories include Public Sector Revenues, Public Health and Economic Response, Premium Pay for Essential Workers, and Water/Sewer and Broadband Infrastructure. Mr. VanBennekom recommends selecting Public Sector Revenues as this category is a more generalized category.

Tim VanBennekom, Finance Director and Lydale Weaver, Human Resource Director presented the personnel committee's proposed amendments to the existing Holiday and PTO policy. These changes include adding Martin Luther King Jr. Day as an additional observed holiday; changing the New Year's Eve from 4 hours observed holiday to 8 hours observed holiday; and increasing total PTO hours in year 1 from 88 hours to 104 hours. In addition, 40 hours of PTO will be front loaded to the employees PTO bank upon completion of the probationary period. The remaining balance will be accrued appropriately throughout the remainder of the first year. PTO accrual will still begin upon hire. Additional observed holiday hours will be paid according to full time or part time employment status as outlined in the employee handbook.

Mr. Elenbaas and Ms. Hansen introduced a resolution request from Grand Valley State University student Serena Kruithoff. The resolution, if adopted, will support Ms. Kruithoff's quest of applying for the Robert R. Robinson Memorial Scholarship that is offered through Michigan Townships Association. The board will take this item up for action at the next regular scheduled meeting.

Several board members had questions and comments.

Public Comments and Communications- None

BOT 22-062 Mr. Elenbaas moved to close public comment. The motion passed.

Rebecca Wildeboer, Allendale Area Chamber of Commerce Executive Director introduced herself to the board.

Board Comments

Ms. Vander Veen asked that the concerns made during public comment were addressed. Mr. Elenbaas assured her he will contact the resident.

BOT 22-063 Ms. Vander Veen moved to adjourn the meeting at 7:31 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, April 25, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Mr. Murillo; Mr. Vander Wall; Ms. Hansen; Ms. Kraker; and Mr. Elenbaas. (6)

Absent: Ms. Vander Veen (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Tim VanBennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; and Rebecca Wildeboer.

Mr. Murillo pronounced the invocation.

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

BOT 22-064 Mr. Zeinstra moved to approve the agenda of today with the following amendment: to add "Moore and Bruggink Engineering Proposal" to Action Items. The motion passed.

BOT 22-065 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the April 11, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$176,376.27 and interim payments of \$1508.58, as presented by the summary report for April 26, 2022.
3. To approve Budget Amendment #9 in the amount of \$5,830.00; for park driveway carry-over costs.
4. To approve Budget Amendment #10 in the amount of \$10,000.00; for damaged light pole replacement carry-over costs.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the April 4, 2022, Planning Commission Meeting
3. Budget Amendment #7, internally approved, to cover the costs of printing and publishing for Assessing Department.

Public Hearings- None

Public Comments and Communications- None

BOT 22-066 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 22-067 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022 – 03: General Fund Unrestricted Fund Balance Target Policy The motion passed.

BOT 22-068 Mr. Vander Wall moved to implement and direct the Finance Director to establish a Capital and Special Projects Funds. The motion passed.

BOT 22-069 Mr. Zeinstra moved to authorize the Finance Director to make the one-time selection to place its \$2,806,814.62 ARPA funds award into Public Sector Revenues category on April 30, 2022, federal reporting. The motion passed.

BOT 22-070 Mr. Murillo moved to approve the updated Paid Time Off Policy as presented, applicable to all current employees. The motion passed with one dissenting vote from Ms. Hansen.

BOT 22-071 Ms. Kraker moved to approve the updated Holiday Policy as presented. The motion passed.

BOT 22-072 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-05: Zoning Map Amendment Ordinance- Alderink. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Mr. Murillo; Mr. Vander Wall; Ms. Hansen; Ms. Kraker; and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Ms. Vander Veen (1)

BOT 22-073 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-06: Zoning Map Amendment Ordinance- Marcusse. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Mr. Murillo; Mr. Vander Wall; Ms. Hansen; Ms. Kraker; and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Ms. Vander Veen (1)

BOT 22-074 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022 – 04: Resolution of Support for Michigan Township’s Association’s Robert R. Robinson Scholarship Application for Serena Kruthoff. The motion passed.

BOT 22-075 Mr. Vander Wall moved to approve the Rental Fee Waiver Request from Allendale Public Schools. The motion passed.

BOT 22-076 Mr. Zeinstra moved to authorize the Supervisor to sign and enter into an agreement pursuant to the March 28, 2022, Moore and Bruggink Engineering Proposal, for services not to exceed \$1.3 million dollars. The motion passed.

Discussion Items

Chad Doornbos, Public Utilities Superintendent provided an overview on the Cost-of-Service Study. He highlighted that the cost of the study is \$19,000.00. However, in 2021 Allendale received a grant of \$15,000.00 bringing total investment of the Cost-of-Service Study to \$4,000.00. This study gives a five-year projection with a one-year rate design. This method allows us to accurately capture our expenses in an ever-changing market. If approved, the study would start this year.

BOT 22-077 Mr. Zeinstra moved to amend the agenda and to authorize the Supervisor or his designee to accept and enter into an agreement pursuant to the proposal as presented from Utility Financial Solutions. The motion passed.

Kevin Yeomans, Assistant Administrator provided his research findings on broadcasting board meetings through social media outlets. The initial costs associated with this are approximately \$5,000.00. In addition, the board will need additional staff to run the IT equipment. The board thanked Mr. Yeomans for his research and indicated no further research or action is needed at this time.

Mr. Elenbaas provided a brief recap of the Master Plan process. Mr. Zeinstra highlighted that the proposed changes are minimal, most being language clean-up and clarification. Mr. Yeomans outlined the anticipated timeline. He indicated the next step will be an Action Item from the board to authorize distribution of the Master Plan.

Mr. Elenbaas informed the board that Tyler Wolfe, Head Assessor, has submitted his resignation. His last day with Allendale Charter Township will be May 13, 2022. Mr. Wolfe has passionately served this community for over six years. His expertise and leadership will be deeply missed. Mr. Elenbaas presented three options of how to proceed with posting the open Department Head position. These include: outsourcing Assessing duties to the county, an internal posting, or an external posting. The board directed Mr. Elenbaas to proceed with an internal posting of the position.

Several board members had questions and comments.

Ms. Vander Veen arrived at 7:01 p.m.

Public Comments and Communications

Public comments were received from:

1. Chad Doornbos

BOT 22-078 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas has received noise complaints pertaining to dirt bikes. He

indicated that current Ordinance does not specifically outline this type of noise. He indicated other jurisdictions have a "Quiet Hours Ordinance." Mr. Sullivan indicated there were many complications implementing and enforcing this type of an Ordinance. The board declined further research or action on the matter.

Ms. Vander Veen sought clarification on the following: Strategic Planning Meeting date and Michigan Township Association conference details. Clarification was provided.

Mr. Murillo indicated the Parks & Recreation web page needs various updates to improve accuracy. He provided an overview of the previous meeting the committee had as well as some concerns they highlighted. The committee is revisiting the vision and goals outlined in the Parks Master Plan. The board would like to have meeting minutes included in the "For Information" section of their board packets going forward.

Mr. Zeinstra would like to investigate solutions for parking issues for guest that want to attend various board and committee meetings. With construction, parking is limited. He would also like to see additional door improvements.

BOT 22-079 Mr. Zeinstra moved to adjourn the meeting at 7:24p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
MAY SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, May 9, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Mr. Murillo; Mr. Vander Wall; Ms. Hansen; Ms. Vander Veen; and Mr. Elenbaas. (6)

Absent: Ms. Kraker (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Kevin Yeomans, Assistant Administrator; Tyler Wolfe, Head Assessor; Connor Galligan, Assessor; Julie Lamer, Ottawa County Farmland Preservation Analyst; Becky Huttenga, Ottawa County Agriculture and Economic Resources Coordinator; Bruce Pindzia, Flies & Vanden Brink; Marcia Hoekstra, Allendale Township Parks & Recreation Committee Member; Greg DeJong, Ottawa County Commissioner; Tasha Shepherd, Administrative Assistant; Chad Doornbos, Public Utilities Superintendent; Mitch Johnson; and Rebecca Wildeboer.

Ms. Vander Veen pronounced the invocation.

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

BOT 22-080 Mr. Zeinstra moved to approve the agenda of today with the following amendment: to add "Hiring Recommendation- Seasonal Public Utilities Assistant Operator" to Action Items. The motion passed.

BOT 22-081 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the April 25, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$383,940.18 and no interim payments, as presented by the summary report for May 10, 2022.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the April 18, 2022, Planning Commission Meeting
3. March Fire Department Report
4. March Sheriff Department Report
5. WOW Award- Kathy Hanes

Public Hearings- None

Public Comments and Communications

Comments were received from:

1. Rebecca Wildeboer, Allendale Area Chamber of Commerce

BOT 22-082 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update including: Ottawa County hosted the quarterly legislative update. The topics discussed were M-231 Bypass, broadband, short-term rentals, remote participation. Commissioner DeJong inquired as to who is accountable for the overpayments sent by the state for unemployment benefits. He attended the groundbreaking ceremony on the new fire station for Allendale Township. He also highlighted the talents of our art, music, and shop students at Allendale High School. Commissioner DeJong encouraged everyone to read the Youth Assessment Survey which can be found online at the county website. He provided an update on the Ottawa County Sheriff's Office and shared that Ottawa and Allegan counties are rated the first and second healthiest counties in the state. Commissioner DeJong announced his intent to run for re-election.

Becky Huttenga, Ottawa County Agriculture and Economic Resources Coordinator, presented an overview of the Farmland Preservation Program: Purchase of Development Rights. The program is designed to preserve

agricultural land for future farming generations. Property is eligible if certain criteria are met, including agriculturally zoned and consistent with local land use plans, the property is in a township that has adopted a resolution of support of the PDR program, and specific acreage requirements are met. Interested landowners would apply through the county. Ms. Huttenga indicated the program is quickly growing and 10 local jurisdictions in Ottawa County have already adopted a resolution of support.

Marcia Hoekstra, Parks & Recreation Committee member, provided an update to the board. She indicated the chair has resigned and the vice-chair has stepped down. The committee has not had anyone interested in filling those open seats yet. Ms. Hoekstra highlighted various accomplishments the committee has achieved including: the bandshell, extending sidewalks throughout the park, concrete dugout upgrades, pickleball court, and fitness court additions. Some goals the committee would like to focus on include finding land north of M-45 for additional park space, upgrade and extend hours of restroom availability, establish a skate park, and connect riding and walking trails throughout the community. The committee is seeking the vision of the board to guide them in their future recommendations. They have concerns that their efforts are limited because they have no budget to guide them in their planning efforts.

Several board members had questions and comments.

Action Items

- BOT 22-083 Mr. Murillo moved to approve distribution of the master plan. The motion passed.
- BOT 22-084 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-05: 2207B Governmental Resolution for State Highway Right-of way Work. The motion passed.
- BOT 22-085 Ms. Vander Veen moved to set the date of the Special Meeting: Strategic Planning Session to June 14, 2022, at 4:00 p.m. The motion passed.
- BOT 22-086 Mr. Vander Wall moved to approve the hiring of Connor Galligan to fill the Head Assessor position at an annual salary of \$85,500.00, with eligibility for up to 2.75% annual performance review for year-end 2022. The motion passed.

BOT 22-087 Mr. Vander Wall moved to approve the hiring of Ben Stenglein to fill the Seasonal Public Utilities Assistant Operator position at a wage of \$18.00 per hour, contingent upon passing pre-employment screening requirements. The motion passed.

Discussion Items

Chad Doornbos, Public Utilities Superintendent provided an update on Water Resource Recovery Facility Projects including the need to replace and relocate the Grand Valley Trunk Sewer line. He highlighted that the current sewer line presents environmental concerns as well as capacity handling issues. Mr. Doornbos indicated that he will soon bring to the board a proposal for survey, modeling, and partial design of the relocation of the Grand Valley Trunk Sewer Line. This proposal will require a budget amendment in the amount of \$230,000.00. There is a potential for reimbursement of these costs through the Clean Water State Revolving Funds. Mr. Doornbos also updated the board on the amendments pertaining to the Wastewater Treatment Plant State Revolving Fund Program Project Plan. This amendment outlined the change for the WWTP portion. The solids dewatering portion of the project was removed and will be implemented at a future date. This change reduces Capital Costs of the project by \$1,739,000.00.

Several board members had questions and comments.

Public Comments and Communications

Public comments were received from:

1. Connor Galligan, Grand Rapids

BOT 22-088 Mr. Elenbaas moved to close public comment. The motion passed.

Staff Comments

Tyler Wolfe, Head Assessor thanked the board and the community for the opportunities and support over the years. His resignation comes as bitter-sweet. He said it has been an honor to serve this community. He is most thankful for his co-workers and assured the board Allendale Township has the most commendable, passionate, and hard-working team he has had the privilege to work with.

Board Comments

Mr. Elenbaas provided an overview of the vision statement that was introduced, but not formally adopted, a year ago. He asked the board for feedback on officially adopting the vision statement. The board indicated they would be willing to do so. Mr. Elenbaas thanked Mr. Wolfe for his many years of service and highlighted his numerous achievements and contributions to Allendale Township. He stated he will miss having Tyler on the team and wished him success in his future endeavors.

Ms. Vander Veen thanked Tyler Wolfe for his years of service. She also thanked the board for allowing her to attend the Michigan Township Associations conference in Lansing. She highlighted some of the knowledge gained from this experience. She thanked Mr. Yeomans for his work in changing the Strategic Planning meeting date.

Mr. Murillo highlighted the efforts of the Allendale Choir. They organized a 5k walk to benefit the 92 for 22 Organization. He thanked the Sheriff's Office, Fire Department and Tasha Shephard for participating in the event. On May 17, 2022, the choir will be hosting a special concert and will announce the total funds raised during this event. Mr. Murillo thanked Mr. Wolfe for his service to the community.

Mr. Zeinstra thanked Tyler Wolfe for his years of service.

Mr. Vander Wall thanked Mr. Wolfe and wished him all the best. He congratulated Connor Galligan for his promotion to Head Assessor. He thanked the staff for all their hard work and dedication to this community. He thanked the board for the opportunity to attend the Michigan Township Association.

Ms. Hansen sought clarification on the direction the Planning Commission is heading regarding mini-storage units. Mr. Zeinstra indicated the Planning Commission had discussed various options. He said they would like the board to discuss and verify their options before proceeding further. Ms. Hansen provided an elections update including the May 3, 2022, Allendale Township elections. This election was applicable to seven voters in our jurisdiction. These seven voters are in Hudsonville Schools District. She informed the board that there may be some statute regulations that do not allow transferring

those parcels into the Allendale Public School District. She will continue to investigate this. She has 40 election workers committed for the 2022 election cycle and is seeking a few more to ensure appropriate customer service needs for the polling location, absentee counting board, receiving board and Satellite Clerk's Office. Ms. Hansen thanked Tyler Wolfe for his dedication, and hard work he has provided for this community. She said it has been a privilege to work with him and wishes him all the best.

BOT 22-089 Mr. Vander Wall moved to adjourn the meeting at 8:03 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, May 23, 2022, at 6:00 p.m. and was called to order at 6:01 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; and Mr. Elenbaas. (4)

Absent: Ms. Vander Veen; Mr. Vander Wall and Mr. Murillo (3)

Staff and Guest Present: Brad Fisher, Legal Counsel; Sergeant Cal Keuning, Sheriff Department; Lydale Weaver, Human Resource Director; Chad Doornbos, Public Utilities Superintendent; Andrew Longcore, Planning Commissioner; Sylvia Rhodea; Zander Showers; Peyton Selk; Cohen Rollenhagen; Chandler S.; Eryk Dudka; Corbin Barker; Case Barker; Jeff Selk; Adam Showers; Mitch Johnson; and Rebecca Wildeboer.

Mr. Zeinstra pronounced the invocation.

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

BOT 22-090 Mr. Zeinstra moved to approve the agenda of today with the following amendment: to remove “Professional Code Inspections Contract Update; Inspection Fees Update; and Zoning Administrator Appointment” from Discussion Items. The motion passed.

BOT 22-091 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the May 9, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$162,920.33 and no interim payments, as presented by the summary report for May 24, 2022.

The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the May 2, 2022, Planning Commission Meeting
3. Minutes of the April 14, 2022, Parks and Recreation Advisory Board Meeting
4. April Fire Department Report

Public Hearings- None

Public Comments and Communications

Comments were received from:

1. Sylvia Rhodea, Allendale

BOT 22-092 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Lydale Weaver, Human Resource Director, provided an overview to the board on proposed changes to the hiring and discharge policy. Mr. Weaver outlined some inefficiencies in our current hiring process. Given the competitive nature of the current job market, our organization has experienced qualified candidates moving onto other opportunities because the current method does not provide for an efficient hiring process. To streamline our onboarding process, Mr. Weaver recommends that the Board of Trustees authorize the Department Head, Human Resources Director, and the Township Supervisor to hire qualified candidate's contingent upon passing pre-employment screening. The Human Resources Director will be responsible for including notification of all hiring decisions in the "For Information" section of the Board Packet.

Several board members had questions and comments.

Action Items

BOT 22-093 Mr. Zeinstra moved to approve Budget Amendment 12; which reassigns \$10,000.00 from Capital Outlay and increase an additional \$220,000.00 for the engineering proposal of \$230,000.00. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; and Mr. Elenbaas. (4)

NAYS: None (0)

ABSENT: Mr. Vander Wall; Ms. Vander Veen; and Mr. Murillo (3)

BOT 22-094 Ms. Kraker moved to approve and authorize the Supervisor or his designee to sign Grand Valley Trunk Sewer Design and Relocation proposal from Flies and VandenBrink at a cost of \$230,000.00. The motion passed.

BOT 22-095 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-06; an amendment to the Final Project Plan for Wastewater System Improvements and Designate an Authorized Project Representative, with the recommended amendment of changing the language of “presented at a Public Hearing” to “presented at a Public Meeting”. The motion passed.

BOT 22-096 Ms. Kraker moved to approve the proposed Parks and Recreation Committee Bylaws with the amended adopted date.

The board had several comments and questions.

BOT 22-097 Mr. Zeinstra moved to table the proposed Parks and Recreation Committee Bylaws with the amended adopted date. The motion passed.

BOT 22-098 Ms. Kraker moved to approve the hiring of: Eli Baumann for the Seasonal Public Utilities Assistant Operator position at a wage of \$15.50 per hour; Domenico Tejada for the Seasonal Maintenance Assistant position at a wage of \$15.50 per hour; and Matt Borst for the Seasonal Maintenance Assistant position at a wage of \$15.90 per hour. The motion passed.

The board discussed Resolution 2022-07; Farmland Preservation Program: Purchase of Development Rights. Several members expressed concerns with the program. The board requested this come back to a future agenda to revisit. No action was taken.

BOT 22-099 Mr. Zeinstra moved to approve and authorize the fee waivers as outlined in the request from Elizabeth Szymanski, Community Coordinator/Deputy Clerk, which include current and future vendor/rental applications for the 2022 Independence Day Activities in the Park. The motion passed.

Discussion Items

Andrew Longcore, Planning Commissioner, sought feedback from the board on which direction to take regarding Mini-warehouses and self-storage

facility zoning options. They have narrowed it down to three options:

1. Remove Mini-warehouse and self-storage facilities from the General Commercial Zoning District.
2. Leave the Zoning as is- which requires development of those facilities to seek special use from the Planning Commission.
3. Leave the Zoning as is which requires development of those facilities to seek special use from the Planning Commission; and establish certain criteria requirements such as specific distance from roads, increased foliage, and various other aesthetics.

Several board members had questions and comments. After discussion, the board recommended mini-warehouses and self-storage facilities are removed from the General Commercial Zoning District.

Public Comments and Communications- None

BOT 22-100 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided an update on the vision statement. He indicated that he is working on a resolution to formally adopt the vision statement and will bring it to a future board meeting. He has been speaking with Leprino Foods, owner of the Charity USA facility. They have been discussing potential industrial tenant applicants. There may be some activity soon. Mr. Elenbaas informed the board that Kevin Yeomans, Assistant Administrator, has submitted his resignation. His last day will be on June 10, 2022.

BOT 22-101 Mr. Zeinstra moved to adjourn the meeting at 7:25 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JUNE SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, June 13, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Ms. Vander Veen; Mr. Vander Wall; Mr. Murillo and Mr. Elenbaas. (7)

Absent: None (0)

Staff and Guest Present: Lydale Weaver, Human Resource Director; Greg DeJong, Ottawa County Commissioner; Paul Kraus; Kirk Scharphorn; and Rebecca Wildeboer.

Mr. Vander Wall pronounced the invocation.

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

BOT 22-102 Mr. Vander Wall moved to approve the agenda of today with the following amendment: to remove "Fire Station Update" from Guest Speakers and to add Commissioner Greg DeJong to Guest Speakers. The motion passed.

BOT 22-103 Mr. Zeinstra moved to approve the following Consent Resolutions:

1. To approve the Minutes of the May 23, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$1,096,204.78 and interim payments of \$5,385.53, as presented by the summary report for June 14, 2022.

The motion passed.

Items Received for Information

1. Minutes of the May 16, 2022, Planning Commission Meeting

2. Minutes of the May 17, 2022, Downtown Development Authority Meeting
3. April Sheriff's Department Report
4. May Fire Department Report

Public Hearings- None

Public Comments and Communications

Comments were received from:

1. Paul Kraus, Park Township

BOT 22-104 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Greg DeJong, Ottawa County Commissioner addressed the board with concerns he has with campaigning tactics being utilized this campaign season. Commissioner DeJong indicated there was misinformation being shared. He clarified various stances of the Ottawa County Board of Commissioners as well as his personal viewpoint on the various topics.

Several board members had questions and comments.

Action Items

- BOT 22-105 Ms. Vander Veen moved to cancel the June 14, 2022, Special Meeting: Strategic Planning Session. The motion passed.
- BOT 22-106 Ms. Kraker moved to approve the hiring of Heath Gorney for the Assistant Assessor position at an annual salary of \$66,000.00. The motion passed.
- BOT 22-107 Ms. Vander Veen moved to approve the Job Description of Operations Coordinator with the suggested amendments. The motion passed.
- BOT 22-108 Mr. Zeinstra moved to remove the proposed Parks and Recreation Committee Bylaws from the table. The motion passed.
- BOT 22-109 Ms. Vander Veen moved to approve the Parks and Recreation Committee Bylaws with the suggested amendments. The motion passed.
- BOT 22-110 Mr. Zeinstra moved to approve the Hiring & Discharge Policy Updates with the suggested amendments. The motion passed.

Discussion Items

Kirk Scharphorn Jr., Professional Code Inspections (PCI), provided an overview of the proposed Professional Code Inspections contract. He highlighted the various updates to the contract. Mr. Scharphorn provided a history of the fee schedule. He indicated that the fees have not been evaluated in many years. The proposed fee schedule would remedy the outdated fees.

Mr. Elenbaas informed the board of state law that outlines that the Zoning Administrator Appointment must include a list of names of those that will be performing those duties.

Mr. Elenbaas presented a sample of a Disbursement Policy. Adopting such a policy allows for board oversight of accounts payable while increasing flexibility in paying bills timely to avoid late fees.

Mr. Elenbaas provided an overview of the proposed Donation Policy. He indicated this will be brought to a future meeting for board approval.

Lydale Weaver, Human Resource Director, and Mr. Elenbaas presented the proposed Custodial Job Description.

Public Comments and Communications- None

BOT 22-111 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided a brief update on the fire station. He said that the work is on schedule, and we are within budget. He sought feedback from the board regarding a request for placing a banner above the road on 48th Avenue. The board was not in favor of banners above roadways.

Ms. Hansen updated the board on election preparations.

BOT 22-112 Mr. Murillo moved to adjourn the meeting at 8:29 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, June 27, 2022, at 6:00 p.m. and was called to order at 6:02 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Ms. Vander Veen; and Mr. Elenbaas. (5)

Absent: Mr. Vander Wall; and Mr. Murillo (2)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Tim VanBennekom, Finance Director; Kirk Scharphorn; Joe Tallon; Mary Smith and Elina Smith.

Ms. Kraker pronounced the invocation.

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

BOT 22-113 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-114 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 13, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$280,767.66 and interim payments of \$1,000.00, as presented by the summary report for June 28, 2022.

The motion passed.

Items Received for Information

1. May Finance Report
2. Minutes of the June 6, 2022, Planning Commission Meeting

3. May 2022 Sheriff's Department Report

Public Hearings- None

Public Comments and Communications- None

BOT 22-115 Mr. Elenbaas moved to close public comment. The motion passed.

Action Items

BOT 22-116 Ms. Kraker moved to approve the request and authorize Elina Smith, Colette Smith, Gabriel Smith, and Allie Klasney to sell snow cones in the Township Park through September 5, 2022. The motion passed.

Guest Speakers

Tim VanBennekom, Finance Director provided a Mid-Year Budget Update including: Census impact to state revenue sharing. Specifically, Mr. VanBennekom indicated the Census reported an increase in population of 28%, which prompted a back pay of revenue sharing from the state of \$812,497.00. He outlined projected state revenue sharing budget amounts. Mr. VanBennekom indicated expenditures were on target except for health care costs. He will monitor these expenditures closely. He provided the board with a brief overview of the anticipated year-end Fund Balances and informed the board on ARPA Fund updates.

Action Items

BOT 22-117 Mr. Zeinstra moved to approve the proposed Custodial Job Description with the suggested amendments. The motion passed.

BOT 22-118 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign the Professional Code Inspections Contract as presented. The motion passed.

BOT 22-119 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-07; a resolution adopting a revised Building Permit Fee Schedule. The motion passed.

BOT 22-120 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-08; a resolution adopting the Disbursement Policy, which authorizes the Clerk and Treasurer to make certain payments and expenditures to avoid finance or late charges and to pay appropriated amounts and payroll (including related payroll expenses) prior to Board approval. The motion passed.

- BOT 22-121 Ms. Hansen moved to approve the Vendor Fee Waiver request for the 2022 Concerts in the Park Series as outlined by Elizabeth Szymanski, Community Coordinator's recommendation. The motion passed.
- BOT 22-122 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-09; a resolution adopting a Donation and Gift Policy. The motion passed.

Discussion Items

Mr. Elenbaas presented proposed job descriptions for Planning and Zoning Assistant and Planning and Zoning Coordinator. He sought input from the board.

Several board members provided comments and suggestions.

Public Comments and Communications

Public comments were received from:

1. Joe Tallon, Allendale

- BOT 22-123 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Hansen, on behalf of Elizabeth Szymanski, Community Coordinator, extended an invitation to the board to attend the Independence Day Activities in the Park. She also informed the board that as of today 1,028 absentee ballots have been sent out to voters that have requested them.

Ms. Vander Veen sought clarification on how to help alleviate the dust control around mining operations. Mr. Elenbaas indicated that the roads are scheduled for dust control this week. Mr. Zeinstra said the mining operations have worked to water the roads regularly to also help with this.

- BOT 22-124 Ms. Vander Veen moved to adjourn the meeting at 7:15 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JULY SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, July 11, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Ms. Vander Veen; Mr. Murillo; and Mr. Elenbaas. (6)

Absent: Mr. Vander Wall (1)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Greg DeJong, Ottawa County Commissioner; Gail Roelofs; and Rebecca Wildeboer.

Mr. Elenbaas pronounced the invocation.

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

BOT 22-125 Ms. Vander Veen moved to approve the agenda of today as presented. The motion passed.

BOT 22-126 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 27, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$191,689.98 and interim payments of \$13,847.66, as presented by the summary report for July 12, 2022.

The motion passed.

Items Received for Information

1. Minutes of the June 20, 2022, Planning Commission Meeting

Public Hearings- None

Public Comments and Communications- None

BOT 22-127 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update including: progress on the Juvenile Justice Center construction. He thanked the Allendale Area Chamber of Commerce and Allendale Township for their hard work on preparing the Independence Day Celebration activities. He recapped some campaign highlights, and encouraged board members to review the letter in the Announcer submitted by John Shay, Ottawa County Administrator.

Action Items

BOT 22-128 Ms. Vander Veen moved to approve the hiring of Alex Schanck for the Substitute Library Page position at a wage of \$13.00 per hour; Alyssa Evans for the Substitute Library Page position at a wage of \$14.30 per hour; and the promotion of Sheri Christensen for the Circulation Assistant I position at a wage of \$15.40 per hour. The motion passed.

BOT 22-129 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-10, as amended; a resolution adopting a Vision Statement for Allendale Charter Township. The motion passed.

Discussion Items

Mr. Elenbaas presented a proposed request from 4th grade class members. The group is requesting the board switch Trick or Treating date to the Saturday before Halloween rather than the traditional October 31st date. He sought input from the board and indicated this may come to the board in the future for a decision.

Several board members provided comments and suggestions.

Public Comments and Communications

Public comments were received from:

1. Rebecca Wildeboer, AACC

BOT 22-130 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas thanked Rebecca Wildeboer and Elizabeth Szymanski for doing a great job with the Independence Day activities. He provided an update on the wage study results for the Planning and Zoning Coordinator position.

Ms. Vander Veen sought clarification on the resident correspondence from Chip VanderZwaag, submitted by email, and distributed to board members prior to the meeting. Mr. Elenbaas indicated rental inspection waivers are not possible per ordinance. She requested staff meeting notes be distributed to board members again. She inquired about Planning Commission meeting minutes that outlined mining regulations.

BOT 22-131 Ms. Vander Veen moved to adjourn the meeting at 6:40 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, July 25, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Ms. Vander Veen; Mr. Murillo; Mr. Vander Wall; and Mr. Elenbaas. (7)

Absent: None (0)

Staff and Guest Present: Chad Doornbos, Public Utilities Superintendent

Ms. Hansen pronounced the invocation.

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

BOT 22-132 Ms. Vander Veen moved to approve the agenda of today as presented. The motion passed.

BOT 22-133 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the July 11, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$643,493.97 and interim payments of \$1,297.91, as presented by the summary report for July 26, 2022.

The motion passed.

Items Received for Information

1. June Finance Report
2. Minutes of the July 18, 2022, Planning Commission Meeting
3. June Sheriff's Department Report
4. June Fire Department Report
5. Revised Zoning Board of Appeals Application
6. WOW Award

Communications and Correspondence- None

Public Hearings- None

Public Comments- None

BOT 22-134 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Chad Doornbos, Public Utilities Superintendent provided a 2021 Year in Review. Highlights included: completion of new administration and maintenance buildings; increasing staff levels has contributed to retention of team members and provided an opportunity to minimize on-call duty requirements; various asset management projects updates; booster station project completion; impact of growing community; rate study; microchip shortages have impacted meter supply levels; Phase II of WWTP update; and cost increases impacting necessary supplies.

Action Items

BOT 22-135 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-11, a resolution amending the Personnel Policy, specifically, the Uniform, Outerwear, and Safety Equipment Guidelines. The motion passed.

BOT 22-136 Mr. Vander Wall moved to approve the Planning and Zoning Coordinator job description and salary range as presented. The motion passed.

Discussion Items

Mr. Elenbaas reintroduced the proposed request from 4th grade class members. The group is requesting to switch Trick or Treating date to the Saturday before Halloween rather than the traditional October 31st date. Several board members provided feedback and comments. The board did not request further action.

Public Comments -None

BOT 22-137 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board an action item will be on a future agenda. The action item will help to clean up some language in the Master Plan.

Ms. Kraker sought clarification on incoming businesses to the area. Mr. Zeinstra provided clarification.

BOT 22-138 Ms. Vander Veen moved to adjourn the meeting at 6:55 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
AUGUST SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, August 8, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Mr. Murillo; Mr. Vander Wall; and Mr. Elenbaas. (6)

Absent: Ms. Vander Veen (1)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; and Gail Roelofs

Mr. Murillo pronounced the invocation.

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

BOT 22-139 Mr. Zeinstra moved to approve the agenda of today with the following amendments: to remove Ottawa County Commissioner, Greg DeJong from Guest Speakers and to add Water Resources Commissioner, Joe Bush to Guest Speakers. The motion passed.

BOT 22-140 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the July 25, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$360,000.51 and interim payments of \$33,167.53, as presented by the summary report for August 9, 2022.

The motion passed.

Items Received for Information

1. June Finance Report
2. Minutes of the July 18, 2022, Planning Commission Meeting .

3. Employee Promotion: Kelli McGovern, Planning and Zoning Coordinator

Communications and Correspondence- None

Public Hearings- None

Public Comments- None

BOT 22-141 Mr. Elenbaas moved to close public comment. The motion passed.

Ms. Vander Veen arrived at 6:05 p.m.

Guest Speakers

Water Resources Commissioner, Joe Bush provided an Ottawa County update including a recap of the various project happening in Allendale. He assured the board he and his team are working hard to make sure the projects are done right. His office has been working with area residents regarding development inquiries, as well as drain needs and repairs. Ottawa County Resources has cleaned out 4 drains in Allendale Township this year.

Several board members had questions and comments.

Action Items

BOT 22-142 Ms. Vander Veen moved to approve and adopt the Library Advisory Board Bylaws, as amended. The motion passed.

BOT 22-143 Mr. Elenbaas introduced Ordinance 2022-07 for its first reading, with the omission of wind energy language.

Discussion Items- None

Public Comments -None

BOT 22-144 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board an action item will be on our next agenda. The action item will help to clean up some language in the Master Plan.

Several board members thanked the Clerk for running a great August election. Several board members commented on the good discussion around wind

turbines.

BOT 22-145 Mr. Vander Wall moved to adjourn the meeting at 7:01 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, August 22, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Mr. Murillo; Mr. Vander Wall; Ms. Vander Veen and Mr. Elenbaas. (7)

Absent: None (0)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Elizabeth Szymanski, Deputy Clerk/Community Coordinator; Lydale Weaver, Human Resource Director; Kelly Kuiper; Marcia Evans; John Evans; and numerous guests from Bethesda Farm.

Ms. Vander Veen pronounced the invocation.

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

BOT 22-146 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-147 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the August 8, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$1,226,753.30 and interim payments of \$90,776.38, as presented by the summary report for August 23, 2022.

The motion passed.

Items Received for Information

1. July Finance Report
2. Planning Commission Meeting from August 1, 2022 was cancelled. No

minutes to report.

3. July Fire Department Monthly Report
4. July Sheriff's Department Monthly Report
5. Zachary Fields, Operations Coordinator hire notice
6. Brent Hotz, Custodial promotion notice

Public Hearings- None

Public Comments

Comments were received from:

1. Kelly Kuiper, Georgetown Township

BOT 22-148 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Bethesda Farm is a non-profit organization founded by John and Marcia Evans. Bethesda Farm, located in Allendale Township, operates as a day-program for adults with mental disabilities. They offer various activities to their guests including hobby crafts, jewelry making, quilting and vocational skills. The members of Bethesda Farm made a quilt constructed with historic pictures of Allendale Township landmarks and presented this gift to the board.

Elizabeth Szymanski, Deputy Clerk/Community Coordinator, informed the board that Allendale Township's 175th Anniversary is coming up in 2024. Ms. Szymanski sought feedback from the board about how best to celebrate this monumental occasion.

Several board members had questions and comments. They thanked Bethesda Farm for the very generous and beautiful gift.

Action Items

BOT 22-149 Ms. Vander Veen moved to approve distribution of the Master Plan. The motion passed.

BOT 22-150 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-07; Zoning Text Amendments Ordinance; an ordinance amending section 12.06A- Development requirements for PUD's with residential uses, determination of number of dwellings; by amending section 12.06B7- Formula to determine number of dwellings; by amending section 14.01- Description and purpose; by amending section 14.03O- Uses requiring special approval; by

amending section 15.02AC- Use regulation; by amending section 16.02I- Permitted uses; by adding section 23.20- Renewable energies; and providing for repeal, severability provisions, and the effective date of this ordinance. The motion passed.

BOT 22-151 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-12: Truth in Taxation; a resolution establishing a Public Hearing date of September 12, 2022, at 6:00 p.m. for the purpose of receiving testimony and discussing the levy of an additional millage rate of 0.1232 mills for the Township's 2023 fiscal year. The motion passed.

Discussion Items

Bereavement Policy- General review and discussion was had on the current bereavement policy. The board did not request further action.

Proposed Resolution 2022-xx: Wage Movement Policy- General review and discussion was had on the current proposed resolution which establishes wage movement formulas and annual wage considerations for employees. Several board members provided suggested edits to the resolution and requested Mr. Elenbaas bring this resolution back for consideration at a future meeting.

Public Comments -None

BOT 22-152 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that research is being conducted on various ordinances, including the noise ordinance and mining operations. He gave a brief overview of the final stages of codification.

Ms. Vander Veen thanked the fire and safety departments for doing an amazing job. She is especially thankful for their involvement in the community.

BOT 22-153 Mr. Murillo moved to adjourn the meeting at 8:25 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
SEPTEMBER 7, 2022 WORK SESSION:
STRATEGIC PLANNING

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Wednesday, September 7, 2022, at 4:00 p.m. and was called to order at 4:01 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Mr. Murillo; Mr. Vander Wall; Ms. Vander Veen and Mr. Elenbaas. (7)

Absent: None (0)

Staff and Guest Present: Lydale Weaver, Human Resource Director; Randy Bosch, Deputy Fire Chief; Mary Cook, Library Director; Tim Van Bennekom, Finance Director; Connor Galligan, Head Assessor; Chad Doornbos, Public Utilities Superintendent; Bob Sullivan, Legal Counsel; Zach Fields, Operations Coordinator; Larry Haveman, Maintenance Director; Al Vanderberg, Kent Count Administrator; Gordon Gallagher, Spring Lake Township Manager; and Rebecca Wildeboer, Allendale Chamber Director.

Mr. Elenbaas pronounced the invocation.

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

BOT 22-154 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

Mr. Elenbaas welcomed everyone to the Strategic Planning Meeting. He introduced Mr. Vanderberg.

Mr. Vanderberg provided an overview of the activities for the day and intended outcomes of the session.

Public Comments- None

BOT 22-155 Mr. Elenbaas moved to close public comment. The motion passed.

Mr. Vanderberg led the team in an ice breaker activity.

Strengths, Weaknesses, Opportunities, and Threats (SWOT)

Mr. Vanderberg opened it up for the entire group to identify Allendale Townships Strengths, Weaknesses, Opportunities, and Threats.

Brain Dump Exercise

Attendees and board members contributed ideas on everything they believe Allendale needs to “do”, short, medium, and long-term. Mr. Gallagher recorded the objectives.

Ranking of Categories and Objectives

The board ranked the Categories and Objectives. Mr. Vanderberg briefly went over the results. He outlined the top seven objectives were as follows:

1. Added Police
2. Branding/Identity
3. Added Election Precincts
4. DDA Vision/TIF
5. Purchase more park property
6. Build Communication with Business Community
7. Build a Skate Park

Public Comments -None

BOT 22-156 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

The board thanked Mr. Vanderberg and Mr. Gallagher for their help and guidance in the strategic planning process.

BOT 22-157 Mr. Vander Wall moved to adjourn the meeting at 7:57 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
SEPTEMBER SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, September 12, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Zeinstra; Ms. Hansen; Mr. Vander Wall; and Mr. Elenbaas. (4)

Absent at Roll Call: Ms. Kraker; Ms. Vander Veen; and Mr. Murillo (3)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Tim Van Bennekom, Finance Director; Greg DeJong, Ottawa County Commissioner; Rebecca Wildeboer; Eric Person; and Lydia Person.

Mr. Zeinstra pronounced the invocation.

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

BOT 22-158 Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 22-159 Mr. Zeinstra moved to approve the following Consent Resolutions:

1. To approve the Minutes of the August 22, 2022, Board of Trustees meeting.
2. To approve the Minutes of the September 7, 2022, Board of Trustees Special Board meeting.
3. To approve the general claims in the amount of \$305,547.68 and interim payments of \$157,013.67, as presented by the summary report for September 13, 2022.

The motion passed.

Items Received for Information

1. Minutes of the August 15, 2022, Planning Commission Meeting.
2. WOW Award: Jaxon Walker
3. Kristie Feguer, Substitute Library Page and Circulation Assistant hire notice
4. August Fire Department Report

Public Hearings

1. Truth in Taxation

Mr. Elenbaas opened the public hearing at 6:06 p.m.
No comment was received.

Ms. Vander Veen arrived at 6:06 p.m.

BOT 22-160 Mr. Elenbaas moved to close the public hearing at 6:07 p.m. The motion passed.

Public Comments- None

BOT 22-161 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update. He requested feedback from the board regarding the Ottawa County Road Commission. He indicated the county was considering whether to assume overseeing Road Commission operations. Commissioner DeJong provided an update on several Parks Department ARPA project requests. Other ARPA project requests included low-income housing in Spring Lake and Holland, and transportation services for veterans. He informed the board that the Ottawa County Health Director, Lisa Stefanovsky will be retiring in March.

Several board members provided feedback on the Ottawa County Road Commission.

Tim Van Bennekom, Finance Director provided a brief overview of the recent and upcoming changes to the budget structure including the creation of capital improvement fund account. He informed the board of money received from the state for revenue sharing. This was a back payment owed due to increased population.

Tim Van Bennekom, Finance Director and Adam Elenbaas, Supervisor

presented proposed budgets for the following accounts:

1. Township Board
2. Supervisor
3. Finance/Accounting
4. Audit
5. Treasurer
6. Attorney
7. Police
8. Drain At Large
9. Roads
10. Streetlights

Several board members had questions and comments.

Action Items

- BOT 22-162 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-13: Truth in Taxation: Millage Rate; a resolution to approve the levy of an additional millage rate of 0.1232 mills, pursuant to the requirements of the Truth in Taxation Law, and establish the 2022 Allendale Charter Township Allocated Operating Millage rate at 2.7422; and to sign the Ottawa County 2022 Certificate of Compliance form and the 2022 Tax Rate Request form L-4029. The motion passed.
- BOT 22-163 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-14: American Rescue Plan Act (ARPA) Expenditure; a resolution authorizing the use of State and Local Fiscal Recovery Funds (SLFRF)- Revenue Replacement to streamline reporting requirements by expending the SLFRF in an operational capacity for the fiscal years 2022-2026. The motion passed.
- BOT 22-164 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-15: Wage Movement Policy; a resolution establishing annual wage movement considerations. The motion passed.

Resolution 2022-16: Wage Movement for 2022 End of Year Increases.
No action was taken.

Discussion Items

General Law Ordinance Codification Update- Mr. Elenbaas and Ms. Hansen provided an update on codification and next steps in the final stage of the process.

Public Comments -None

BOT 22-165 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that liquor license ordinance updates are coming soon.

Mr. Vander Wall would like to have the DDA have a presence on the website.

Mr. Zeinstra indicated he felt the strategic planning session was a great meeting.

Ms. Vander Veen concurred with Mr. Zeinstra's sentiments. She also informed the board that the Friends of the Library had an initial meeting.

Ms. Hansen informed the board of the following grants obtained: Community Events received \$1,440.00 from the Michigan Humanities Counsel for several of this year's concerts; and Elections was rewarded \$7,500.00 in Help America Vote Act (HAVA) grant funds. She also sought clarification from the board on how best to proceed with plans for Allendale's 175th Community Celebration event.

BOT 22-166 Mr. Vander Wall moved to adjourn the meeting at 8:19 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, September 26, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Ms. Kraker; Ms. Hansen; Mr. Murillo; and Mr. Elenbaas.
(4)

Absent at Roll Call: Mr. Zeinstra; Ms. Vander Veen; and Mr. Vander Wall (3)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Tim Van Bennekom, Finance Director; Lydale Weaver, Human Resource Director; Larry Haveman, Maintenance Director; Kelli McGovern, Planning and Zoning Coordinator; Chris Adamson; Cindy Woodard; Bob Woodard; and Sylvia Rhodea.

Mr. Elenbaas pronounced the invocation.

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

BOT 22-167 Ms. Kraker moved to approve the agenda of today as presented. The motion passed.

BOT 22-168 Mr. Murillo moved to approve the following Consent Resolutions:

1. To approve the Minutes of the September 12, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$435,127.07 and interim payments of \$91,994.77, as presented by the summary report for September 26, 2022.

The motion passed.

Items Received for Information

1. August Finance Report
2. Minutes of the September 6, 2022, Planning Commission Meeting.
3. August Sheriff's Department Report
4. September Library Update

Public Hearings- None

Public Comments

Comments were received from:

1. Chris Adamson, Allendale

BOT 22-169 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Tim Van Bennekom, Finance Director presented proposed budgets/overview for various Fund Accounts.

Lydale Weaver, Human Resources Director, presented the Human Resource proposed budget.

Kelli McGovern, Planning and Zoning Coordinator, presented the following proposed budgets:

1. Planning and Zoning
2. Zoning Board of Appeals
3. Planning Commission

Larry Haveman, Maintenance Director presented the following proposed budgets:

1. Building and Grounds
2. Cemetery
3. Highway/M-45
4. Parks and Recreation

Adam Elenbaas, Supervisor, presented the following proposed budgets:

1. Allendale Historical Society
2. Downtown Development Authority
3. Senior Citizens Activities

Action Items

BOT 22-170 Ms. Hansen moved to approve and authorize the Clerk and Supervisor to sign

Resolution 2022-16: Wage Movement for 2022 End of Year Increases; a resolution to approve and authorize the implementation of the following formula for 2023 wage movement for staff: a wage range increase of 2%, and an incentive percentage increase of up to 3%, which is to be determined by annual performance review. The motion passed.

BOT 22-171 Mr. Elenbaas introduced Ordinance 2022-08: Codification of General Law Ordinances for its First Reading.

Discussion Items- None

Public Comments -None

BOT 22-172 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Murillo requested clarification on Mr. Adamson's public comment.

Mr. Elenbaas informed the board that a tax abatement request has been received and will be coming to the board for consideration in the near future.

BOT 22-173 Mr. Murillo moved to adjourn the meeting at 7:40 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
OCTOBER SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, October 10, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Ms. Kraker; Ms. Hansen; Mr. Murillo; Mr. Zeinstra; Ms. Vander Veen; Mr. Vander Wall; and Mr. Elenbaas. (7)

Absent at Roll Call: None (0)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Tim Van Bennekom, Finance Director; Shelly Kowalczyk, Safety Coordinator; Mary Cook, Library Director; Chief Mike Keefe, Fire Department; Lt. Kyle Garlanger, Fire Department; and Connor Galligan, Head Assessor.

Ms. Kraker pronounced the invocation.

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

BOT 22-174 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-175 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the September 26, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$243, 579.13 and interim payments of \$807,253.63, as presented by the summary report for October 11, 2022.
3. To approve the purchase of “No Engine Braking” signs for locations outlined in the request letter submitted by Zach Fields, Operations Coordinator.

The motion passed.

Items Received for Information

1. September 19, 2022, Planning Commission Meeting was cancelled- no minutes to report.
2. Minutes of the May 17, 2022, Downtown Development Authority Meeting
3. Minutes of the September 20, 2022, Downtown Development Authority Meeting
4. September Fire Department Report

Public Hearings- None

Public Comments- None

BOT 22-176 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Tim Van Bennekom, Finance Director introduced presenters for proposed budgets/overview for various departments.

Jody Hansen, Clerk, presented the following proposed budgets:

1. Clerk
2. Elections
3. Community Promotions

Connor Galligan, Head Assessor, presented the following proposed budgets:

1. Board of Review
2. Assessing

Tim VanBennekom, Finance Director, presented the following proposed budgets/accounts:

1. Administration
2. Fire Station Appropriations

Chief Mike Keefe, Fire Department, presented the following proposed budgets:

1. Fire Department

Mary Cook, Library Director, presented the following proposed budgets:

2. Library

Lt. Kyle Garlanger, Fire Department, presented the following proposed budgets/accounts:

1. Rental Administration

Chad Doornbos, Public Utilities Supervisor, presented the following proposed budgets:

1. Water
2. Sewer

Tim VanBennekom, Finance Director, provided an overview of what to expect in the next couple of upcoming board meetings and budget finalization timelines.

Several board members had questions and comments.

Action Items

BOT 22-177 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2022-08: Codification of General Law Ordinances; an ordinance adopting a codification and revision of the ordinances of the Charter Township of Allendale, County of Ottawa, State of Michigan; providing for the maintenance of said code; repealing and saving from repeal certain ordinances not included therein; establishing a penalty for altering or tampering with the code; and making certain changes in previously adopted ordinances. The motion passed.

BOT 22-178 Mr. Zeinstra moved to approve and authorize the Supervisor to sign the ~~July 4, 2023~~ 2023 Independence Day Fireworks contract as amended. The motion passed.

Discussion Items

Chief Mike Keefe, Fire Department, presented proposed Emergency Services Cost Recovery Ordinance and Resolution changes. Chief Keefe expressed concerns of increased response times for ambulances and the impact these increased wait times are having on fire personnel staffing coverage, costs, and patient impacts. The proposed changes would clarify some existing language and create a possible solution to help offset the ambulance wait times and the costs/impacts associated with them.

Several board members had questions and comments.

Public Comments -None

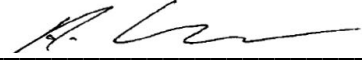
BOT 22-179 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments- None

BOT 22-180 Mr. Vander Wall moved to adjourn the meeting at 8:03 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, October 24, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Murillo; Mr. Zeinstra; Ms. Vander Veen; Mr. Vander Wall; Ms. Hansen; and Mr. Elenbaas. (6)

Absent at Roll Call: Ms. Kraker (1)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Tim Van Bennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; Jeff VanLaar, Excel Engineering; Merwyn Koster, Biltmore LLC; and Mitch Johnson.

Mr. Elenbaas pronounced the invocation.

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

BOT 22-181 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-182 Ms. Vander Veen moved to approve the following Consent Resolutions; Mr. Zeinstra moved to approve with the suggested correction, as outlined below, on the October 10, 2022, Board of Trustees meeting minutes:

1. To approve the Minutes of the October 10, 2022, Board of Trustees meeting, with the following amendment: to correct Action Item BOT 22-178 by removing "July 4, 2023, contract" and replacing with "Independence Day Fireworks contract".
2. To approve the general claims in the amount of \$1,075,209.99 and interim payments of \$115,895.09, as presented by the summary report for October 25, 2022.

The motion passed.

Items Received for Information

1. September Finance Report
2. Minutes of the October 3, 2022, Planning Commission Meeting
3. Minutes of the October 10, 2022, Election Commission Meeting
4. September Sheriff's Department Report
5. Administrative Assistant Job Update

Public Hearings- None

Public Comments

Comments were received from:

1. Mitch Johnson

BOT 22-183 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Tim Van Bennekom, Finance Director provided the following budget information:

1. Revenue Accounts
2. Expenditures
3. Fund Balance
4. Excess Fund: Potential Uses
5. Capital Improvement, One Time Projects Fund Requests
6. Investment Options

Action Items

BOT 22-184 Mr. Vander Wall moved to set the 2023 Budget Hearing Date to November 14, 2022. The motion passed.

BOT 22-185 Mr. Zeinstra moved to approve the Springfield North Final Preliminary Plat. The motion passed.

Discussion Items

Mr. Elenbaas informed the board that the Downtown Development Authority will expire at the end of 2023 if the board doesn't extend the DDA TIF. Mr. Elenbaas requested the board start considering what direction they would like to take with the DDA.

Several board members had questions and comments.

Public Comments -None

BOT 22-186 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided the board with an overview of the research that was done for the tree preservation request received by resident Mitch Johnson. He indicated that the Tree City program may have some concerning mandates about what owners can and cannot do with their trees. He stated there may be alternative options for supporting tree preservation ideas.

Ms. Hansen informed the board that the satellite clerk's office at GVSU is open October 24, 2022, through November 8, 2022. She informed the board that new ballot drop box regulations were recently made and the necessary changes were made to ensure Allendale Township complies with those regulations. She indicated that although pre-processing of absentee ballots has been authorized by the state, Allendale Township will not be participating. She feels the ballots can be processed on election day by amending the start time of the absentee counting boards.

BOT 22-187 Mr. Murillo moved to adjourn the meeting at 7:10 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
NOVEMBER SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, November 14, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Murillo; Mr. Zeinstra; Ms. Vander Veen; Mr. Vander Wall; Ms. Hansen; Ms. Kraker; and Mr. Elenbaas. (7)

Absent at Roll Call: None (0)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Ottawa County Sheriff's Department; Tim Van Bennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; Greg DeJong, Ottawa County Commissioner; and Lucas Groenink.

Ms. Hansen pronounced the invocation.

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

BOT 22-188 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 22-189 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the October 24, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$295,207.66 and interim payments of \$213,151.30, as presented by the summary report for November 15, 2022.
3. To approve bi-weekly recycling services for the township hall building, provided by Arrowaste, at a recurring cost of \$30.00 per month.

The motion passed.

Items Received for Information

1. Minutes of the October 17, 2022, Planning Commission Meeting
2. Minutes of the October 18, 2022, Downtown Development Authority Meeting
3. Minutes of the October 20, 2022, Library Advisory Board Meeting
4. October Fire Department Report
5. Budget Amendment 13, which amends the following line items: reducing salaries by (\$6,423.00), reducing community programs by (\$1,200.00), increasing insurance by \$1221.00, and increasing maintenance costs by \$2,000.00; for a net reduction change to Library Department of (\$4,402.00).
6. Resolution 2022-19; 2023 Proposed Budget; a resolution to establish the General Appropriations Act of the Charter Township of Allendale for the Fiscal Year 2023; to make appropriations; to provide for the expenditure of appropriations; to provide for the disposition of income received by the Township; to define the powers and duties of the Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

Public Hearings

1. 2023 Proposed Budget

Mr. Elenbaas opened the public hearing at 6:05 p.m.

No comments were received.

BOT 22-190 Mr. Elenbaas moved to close the public hearing at 6:06 p.m. The motion passed.

Public Comments

Comments were received from:

1. Lucas Groenink

BOT 22-191 Mr. Elenbaas moved to close public comment. The motion passed.

BOT 22-192 Mr. Murillo moved to amend the agenda of today by adding “purchase six (6) United States Armed Forces Insignia Plaques” to Action Items. The motion passed.

Guest Speakers

1. Greg DeJong, Ottawa County Commissioner provided the following updates: Allendale Township’s Veterans Day Breakfast was a huge success. He thanked all team members involved that made that event happen. He commended the election workers for an excellent election

last week. Commissioner DeJong provided county updates including: a new observatory at Hemlock Crossings; Honor Credit Union has a new location in Allendale; various Road Commission updates; ARPA funds; and he informed the board that there are two open seats on the Road Commission. Anyone that is interested should apply on the county website.

2. Chad Doornbos, Public Utilities Superintendent informed the board that due to another jurisdictions last-minute cancellation, the state approved continuation of the bond process for Allendale Public Utilities. He provided an overview of the Cost-of-Service Study and the impacts those results will have.

Several board members had questions and comments.

Action Items

- BOT 22-193 Mr. Murillo moved to make the necessary budget amendments and to approve the purchase of six (6) United States Armed Forces Insignia Plaques at a cost of \$900.00. The motion passed.
- BOT 22-194 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-17: Dewpointe West Phase 4 Streetlight Agreement; a resolution authorizing changes in the lighting service as provided in the Standard Lighting Contract between Consumers Energy and Allendale Charter Township; and to authorize the Clerk and/or Supervisor to sign the Standard Lighting Contract, Form 547, with Consumer's Energy. The motion passed.
- BOT 22-195 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-18: PA 152 Annual Health Insurance Contribution; a resolution to adopt 80%/20% employer/employee health care cost option as set forth in 2011 Public Act 152, the publicly funded health insurance contribution act. The motion passed.

Discussion Items

Chad Doornbos, Public Utilities Superintendent provided a brief overview of communication with Blendon Township on possibly extending water services to a limited area within the boundaries of Blendon Township.

Mr. Elenbaas informed the board that he has been working on the extension process of the Downtown Development Authority. He sought direction from the board on if he should continue with these efforts. He explained the financial

impact the DDA has to the overall township funds. The board requested Mr. Elenbaas continue with the process of renewing the length of the Downtown Development Authority.

Mr. Elenbaas reminded the board of the strategic planning efforts, provided SWOT results, and objective and category ranking results from the September 7, 2022, Work Session. He asked the board how to best move forward to ensure the strategic planning efforts continue. He indicated there are numerous committees that are awaiting directive from the board before they can begin their planning and board recommendation processes.

Several board members had questions and comments.

Public Comments -None

BOT 22-196 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided the board with an overview of the traffic update by the new Aldi's and Tommy's Car Wash location. Michigan Department of Transportation has determined that no light will be required in that area on M-45. Mr. Elenbaas informed the board that the Ottawa County Sheriff's office has a part time deputy position of 24 hours per week available. The additional resource of a part time officer is in addition to the full-time officer that the board has approved for 2023. The part-time position has not been captured in the 2023 budget. If the board is interested in capitalizing on this available resource, budget adjustments will be required. License plate readers are being installed throughout the county by the Sheriff's Department. If Allendale is interested in additional cameras, the cost is \$2,800.00 per camera.

Mr. Murillo thanked the board and the team for the veteran's breakfast.

Ms. Vander Veen thanked the Clerk and Deputy Clerk for all their work on the November 8, 2022, election.

Ms. Hansen thanked the board for the veteran's breakfast. She also thanked Elizabeth Szymanski for all her hard work and effort in this very heartfelt event. She informed the board that the county board of canvassers has completed their canvass of Allendale. Final election processes are under way and wrapping up.

BOT 22-197 Mr. Murillo moved to adjourn the meeting at 8:17 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, November 28, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Zeinstra; Ms. Vander Veen; Mr. Vander Wall; Ms. Hansen; Ms. Kraker; and Mr. Elenbaas. (6)

Absent at Roll Call: Mr. Murillo (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Ottawa County Sheriff's Department; Tim Van Bennekom, Finance Director; Chad Doornbos, Public Utilities Superintendent; Todd Stuive, Exxel Engineering; Mitch Johnson, and Rodney Rotman.

Ms. Vander Veen pronounced the invocation.

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

BOT 22-198 Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 22-199 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the November 14, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$369,227.40 and interim payments of \$986,456.92, as presented by the summary report for November 29, 2022.

The motion passed.

Items Received for Information

1. October Finance Report

2. Minutes of the November 7, 2022, Planning Commission Meeting
3. Liquor License Transfer Notice
4. October Sheriff's Department Report

Public Hearings- None

Public Comments

Comments were received from:

1. Rodney Rotman, West Olive

BOT 22-200 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

1. Tim Van Bennekom, Finance Director, provided a revised copy of proposed Resolution 2022-19. He indicated the copy provided in the board packet had a typo in the general fund balance.

Several board members had questions and comments.

Action Items

BOT 22-201 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign revised Resolution 2022-19: 2023 Fiscal Year Budget; a resolution to establish the General Appropriations Act of the Charter Township of Allendale for the Fiscal Year 2023; to make appropriations; to provide for the expenditure of appropriations; to provide for the disposition of income received by the Township; to define the powers and duties of the Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution. The motion passed as shown by the following votes:

YEAS: Ms. Hansen; Ms. Kraker; Ms. Vander Veen; Mr. Zeinstra; Mr. Vander Wall; and Mr. Elenbaas (6)

NAYS: None (0)

Absent: Mr. Murillo (1)

BOT 22-202 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-20: Allendale and Blendon Townships Public Water Supply Contract; a resolution approving said contract; to authorize the Clerk and/or Supervisor to sign the Allendale and Blendon Townships Public Water Supply Contract; and to revoke any resolutions in conflict. The motion passed.

BOT 22-203 Ms. Vander Veen moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-21: Water System Rate Schedule; a resolution establishing a schedule of rates and charges effective January 1, 2023; and to repeal any

resolutions in conflict. The motion passed.

BOT 22-204 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2022-22: Sewer System Rate Schedule; a resolution establishing a schedule of rates and charges effective January 1, 2023; and to repeal any resolutions in conflict. The motion passed.

BOT 22-205 Ms. Vander Veen moved to approve Pearline Estates Tentative Preliminary Plat. The motion passed.

Discussion Items

Mr. Elenbaas provided an overview of the cemetery burial fee adjustment request from Mr. Rodney Rotman for his father Mr. Ronald Rotman, who was a lifelong Allendale resident.

BOT 22-206 Mr. Vander Wall moved to amend the agenda to include “Burial Fee Adjustment Request” to Action Items. The motion passed.

Action Items

BOT 22-207 Ms. Kraker moved to permit the waiver of non-resident cemetery fees for Ronald Rotman on the basis that he was a lifelong resident of Allendale and had to move from the Township solely for health care purposes. The motion passed.

Discussion Items

The board requested Mr. Elenbaas and Ms. Hansen draft a new cemetery fee schedule resolution to include non-resident fee exemption for lifelong residents of Allendale that must move from the Township solely for health care purposes.

Tim VanBennekom, Finance Director, provided investment opportunities and requested directive from the board on which options to take.

Mr. Elenbaas requested the board send him items for strategic planning purposes that they would like to see elevated to a deeper discussion. He sought feedback on how best to proceed and take action. Mr. Elenbaas indicated that strategic planning initiatives will be coming to a future meeting.

Several board members had questions and comments.

Public Comments -None

BOT 22-208 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Vander Wall complimented Shine on the fantastic light display on M-45.

Mr. Elenbaas informed the board that he has received additional requests surrounding tree preservation efforts. He reminded the board that tree preservation language was considered by this body at a recent meeting, and no action was requested by the board. Mr. Elenbaas will not pursue further action on tree preservation. He indicated that if any other board members would like to pursue action, they will need to initiate it.

Ms. Vander Veen thanked Tim Van Bennekom, Finance Director for presenting a budget that is well explained. Ms. Vander Veen informed the board that she has submitted her resignation as Allendale Township Trustee to Mr. Elenbaas. Her resignation is effective January 10, 2023. She indicated that the new legislation, which does not allow for remote participation unless a trustee is ill, hinders her ability to be available for township meetings in the winter months. Ms. Vander Veen thanked the board for the years of service together.

Mr. Elenbaas provided a brief overview of the steps, process, and timeline to fill a board vacancy.

BOT 22-209 Mr. Vander Wall moved to adjourn the meeting at 7:13 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
DECEMBER SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, December 12, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Zeinstra; Ms. Vander Veen; Ms. Hansen; Ms. Kraker; Mr. Murillo; and Mr. Elenbaas. (6)

Absent at Roll Call: Mr. Vander Wall (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Ottawa County Sheriff's Department; Greg DeJong, Ottawa County Commissioner; Nick Vander Veen; and Lucas Groenink.

Ms. Vander Veen pronounced the invocation.

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

BOT 22-210 Ms. Vander Veen moved to approve the agenda of today with the following amendments: to remove "Undersheriff Valerie Weiss" from Guest Speaker and to add "Space Command Plaque" to Action Items. The motion passed.

BOT 22-211 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the November 28, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$141,341.81 and interim payments of \$132,606.94, as presented by the summary report for December 13, 2022.
3. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-23: Supervisor's Salary; a resolution to set the salary of the Supervisor for 2023 fiscal year at \$86,994.00.
4. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-

24: Clerk's Salary; a resolution to set the salary of the Clerk for 2023 fiscal year at \$76,120.00.

5. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-25: Treasurer's Salary; a resolution to set the salary of the Treasurer for 2023 fiscal year at \$6,013.00.
6. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-26: Trustee's Salary; a resolution to set the salary of the Trustee's for 2023 fiscal year at \$4,425.00 and an extra meeting per diem rate of \$42.44 per additional meeting.
7. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-27: 2023 Board Meeting Dates; a resolution establishing the 2023 Board of Trustee meeting dates and time.
8. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-28: Legal Ads; a resolution designating the Sunday Edition of the Grand Rapids Press to be used for legal ads for the year 2023.
9. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-29: Poverty Guidelines; a resolution requiring that in 2023, the Assessor and Board of Review shall follow the established guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and Federal guidelines, and these are communicated in writing to the claimant.
10. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-30: Board of Review- Authorizing Filing of Protest by Letter; a resolution establishing the Board of Review shall receive letters of protest regarding assessments from resident taxpayers from the 1st day in February until it adjourns from the public hearings for which it meets to hear such protests.
11. To approve and authorize the Clerk and Supervisor to sign Resolution 2022-31: Property Tax Payment Designee Appointments; a resolution authorizing certain elected officials and employees be designees of the Treasurer in order to collect/receive property tax payments per Public Act 129 of 2019.

The motion passed.

Items Received for Information

1. Minutes of the November 21, 2022, Planning Commission Meeting
2. November Sheriff's Department Report

3. Fire Department Correspondence

Public Hearings- None

Public Comments

Comments were received from:

1. Lucas Groenink, Allendale

BOT 22-212 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

1. Greg DeJong, Ottawa County Commissioner provided the following updates: Ottawa County has allocated \$34 million dollars in ARPA funds to help the residents of Ottawa County. He gave an overview of where these funds will go to. Commissioner DeJong indicated this is the last meeting he will be reporting to the Allendale Township Board of Trustees. He is thankful for the opportunity and years he served the community.

Board members thanked Commissioner DeJong for his service.

Supervisor Elenbaas presented a Certificate of Recognition on behalf of Allendale Township commending him for his many years of dedicated service.

Action Items

BOT 22-213 Ms. Vander Veen moved to approve and authorize the Clerk and/or Supervisor to sign revised Resolution 2022-32: Committee Appointments; a resolution approving the following committee appointments:

Planning Commission - 3 year Term

Mark Adams, Term Ending 12/31/2025

Rick Chapla, Term Ending 12/31/2025

Zoning Board of Appeals - 3 year Term

Eric Westerling, Partial Term Ending 12/31/2024

Library Advisory Board - 3 year Term

Margaret Wheeler, Term Ending 12/31/2025

Downtown Development Authority - 4 year Term

Tom Zuniga, Term Ending 12/31/2026

Lawrence Meredith, Term Ending 12/31/2026

Steven Spriensma, Partial Term Ending 12/31/2026

Election Commission – 1 year Term

Candy Kraker, Term Ending 12/31/2023

VACANT, Term Ending 12/31/2023

Board of Review - 2 year Term

TaMara Walker, Term Ending 12/31/2024

Phyllis Klinge, Term Ending 12/31/2024

Steven Spriensma, Term Ending 12/31/2024

Richard Joslyn- Alternate, Term Ending 12/31/2024

The motion passed.

BOT 22-214 Mr. Murillo moved to approve the purchase of one (1) United States Space Commission Plaque at a cost of \$1.00. The motion passed.

Discussion Items- None

Public Comments -None

BOT 22-215 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas sought directive from the board on how best to proceed with the township owned road Presley Parkway, located off Lake Michigan Drive, just east of the new Baptist Church. The road was initially purchased in conjunction with the downtown master plan concept. The board advised Mr. Elenbaas to continue researching how to transfer the road to the Baptist Church and the old Metro Building.

Ms. Vander Veen thanked Greg DeJong for his years of service.

Mr. Zeinstra sought clarification on the Bliss Street mine concerns.

Ms. Kraker requested a tour of the new Fire Station after the board meeting on December 28, 2022.

Ms. Hansen provided an overview of her time spent with the fire department doing a ride-a-long. She commended and thanked the fire department and their families for their commitment and service to the community. She thanked Commissioner DeJong for his service. Ms. Hansen informed the board that she will be unable to attend the next board meeting. Elizabeth Szymanski,

Deputy Clerk will be taking minutes in her absence.

BOT 22-216 Mr. Zeinstra moved to adjourn the meeting at 6:27 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Wednesday, December 28, 2022, at 8:00 a.m. and was called to order at 8:00 a.m. by Mr. Elenbaas.

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

Absent at Roll Call: Ms. Hansen and Mr. Murillo (2)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Sergeant Cal Keuning, Ottawa County Sheriff's Department; Elizabeth Szymanski, Deputy Clerk/Community Coordinator; Chief Mike Keefe, Fire Department; Chad Doornbos, Public Utilities Superintendent.

Mr. Zeinstra pronounced the invocation.

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

BOT 22-217 Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 22-218 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the December 12, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$1,220,427.39 and interim payments of \$88,039.38, as presented by the summary report for December 29, 2022.

The motion passed.

Items Received for Information

1. November Finance Report

2. Minutes of the December 5, 2022, Planning Commission Meeting
3. November Fire Department Report
4. Internal Budget Amendments- no impact to existing budget: Amendment 15; Amendment 16; Amendment 17; Amendment 19; Amendment 21; Amendment 22; Amendment 23; Amendment 24; Amendment 25; Amendment 26; Amendment 27; Amendment 28; Amendment 34; Amendment 35; Amendment 39; and Amendment 41.

Public Hearings- None

Public Comments- None

BOT 22-219 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 22-220 Mr. Vander Wall moved to approve the following budget amendments as presented: Amendment 30, which increases the revenue to \$90,410.00; Amendment 33, which authorizes an expenditure adjustment of (\$910,000.00) to be paid in fiscal year 2023 rather than fiscal year 2022; Amendment 42, which authorizes an expenditure adjustment of (\$234,879.00); Amendment 38, which authorizes an expenditure adjustment of (\$169,782.00); Amendment 20, which authorizes an expenditure adjustment of \$4,086.00; Amendment 40, which authorizes an expenditure adjustment of ~~\$15,000.00~~ \$15,000.00; Amendment 29, which authorizes an expenditure adjustment of \$43,358.00; Amendment 32, which authorizes an expenditure adjustment of (\$300.00); Amendment 36, which authorizes an expenditure adjustment of \$17,330.00; and Amendment 37, which authorizes an expenditure adjustment of \$99,312.00. The motion passes as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Kraker; Mr. Vander Wall; Ms. Vander Veen; and Mr. Elenbaas (5)

NAYS: None (0)

ABSENT: Ms. Hansen and Mr. Murillo (2)

Discussion Items

Chad Doornbos presented a video about an award he received. He recently wrote for the LIFT SEE IT Scholarship and as a result visited the Netherlands to learn

about the Nereda process. This process will be implemented at the public utilities plant in the future.

Public Comments -None

BOT 22-221 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Vander Wall would like to discuss in the future the idea of a onetime bonus to township staff.

Ms. Vander Veen asked about the status of a new mining operation. Mr. Elenbaas confirmed that an operation is going in near 92nd Ave and Pierce St.

Ms. Vander Veen asked for an update on the new fire station. Chief Keefe stated that the expected date of occupancy is the middle of February. He invited all in attendance to a tour of the building after the meeting.

BOT 22-222 Mr. Vander Wall moved to adjourn the meeting at 8:21 a.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale