Minutes of the Regular Board Meeting  
Held on Monday, October 14, 2019, 7:00 pm  
At the Allendale Charter Township Hall

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

Members Absent: VanderVeen

Guests Present: Bob Sullivan, Chad Doornbos, Greg DeJong, Bruce Pindzia, Jody Hansen, Cal Keuning, Mike Keefe, Margaret Wheeler, Elaine Ebeling, Lizzie Schab, Damon Jordan, Kyle Garlanger

Elenbaas called the Meeting to order

- **Invocation** was given by Kraker
- **Pledge of Allegiance**
- **Approve Agenda**
  Motion by Zeinstra, seconded by Hoekstra to approve the agenda as amended with the addition of County Commissioner – Greg DeJong under Guest Speaker and a closed session regarding land purchase added after the second public comment section.  
  Approved
- **Consent Agenda**
  Motion by Kraker, seconded by Zeinstra to approve the consent agenda as presented.  
  Approved
  Items on the consent agenda were:
  - Approval of the September 23, 2019 Regular Board Meeting Minutes
  - Bills
  - Interim Payments
  - Cierra Bakovka Completion of 90-day Probationary Period

  For Information:
  - Financial Report
  - Meeting Minutes of the September 16, 2019 Planning Commission
  - Meeting Minutes of the September 17, 2019 Downtown Development Authority
  - Meeting Minutes of the September 12, 2019 Parks and Recreation Committee
  - Meeting Minutes of the September 19, 2019 Library Advisory Board
  - Fire Department September Report

- **Public Hearing - None**
- **Public Comments – None**
  Motion by Elenbaas, seconded by VanderWall to close public comments.  
  Approved
- **Guest Speaker**
  - County Commissioner – Greg DeJong
  - Department Heads – Budget Presentations: Lizzie Schab (Library), Cal Keuning (Police), Kyle Garlanger (Rental Housing), Mike Keefe (Fire Dept), Chad Doornbos (Public Utilities)

- **Action Items**
  - **Late Fines for Library Print Materials**
    Motion by VanderWall, seconded by Hoekstra to eliminate overdue fines for all print materials at the Township Library per recommendation from the Library Director and the Library Advisory Board. Approved

  - **Fill Library Page Position**
    Motion by Kraker, seconded by Zeinstra to approve the hire of Ashley Hull for the Library Page position at a starting rate of $10.00 per hour with an increase to $10.25 upon successful completion of the 90-day orientation period per recommendation from the Human Resources Department Manager. In the event that Ashley Hull is unavailable an offer would go out to Cooper Allers with a starting wage of $10.00 per hour increasing to $10.09 upon successful completion of the 90-day orientation period per recommendation from the Human Resources Department Manager. Approved

  - **Contract with Ottawa County Sheriff Department for Police Services**
    Motion by VanderWall, seconded by Zeinstra to have the Supervisor and the Clerk sign the agreement between Allendale Township and the Ottawa County Sheriff Department as presented. Approved

  - **Discussion: Option for Addition of Partial Deputy**
    No Board action taken. Dependent on finalized budget numbers

  - **Public Utility Lab Information Management System Software**
    No Board action taken. Requested additional information

  - **Discussion Regarding Public Utility Rate Study and Scheduling of Public Hearing**
    Motion by Zeinstra, seconded by Kraker to set a public hearing date of November 25, 2019 for the Utility Rate Study. Approved

  - **Ordinance 2019-12: 1st Reading Water System Ordinance**
    Elenbaas introduced Ordinance 2019-12: Water System Ordinance for first reading

  - **Ordinance 2019-13: 1st Reading Sewer System Ordinance**
    Elenbaas introduced Ordinance 2019-13: Sewer System Ordinance for first reading

  - **Sponsorship of Independence Day Fireworks**
    Motion by Zeinstra, seconded by VanderWall for the township to underwrite the fireworks for Independence Day 2020 and sign a contract with Melrose Pyrotechnics, Inc. in the amount not to exceed $20,000. Roll Call vote: Yes: Zeinstra, Kraker, VanderWall, Elenbaas, Richards, Hoekstra Approved

  - **Resolution 2019-29: Dales Phase 3 Streetlight Contract**
    Motion by Zeinstra, seconded by Kraker to approve Resolution 2019-29: Dales Phase 3 Streetlight Contract as presented. Approved
Motion by VanderWall, seconded by Zeinstra to have the supervisor sign the Consumers Energy Authorization for Change in Standard Lighting Contract as presented.  Approved

-Approval of Dales Phase 3 Streetlight Assessment Contract
Motion by VanderWall, seconded by Kraker to authorize the Supervisor and the Clerk to sign the Street Light Assessment Contract and the Memorandum of Contract for the Dales Phase 3 as presented.  Approved

-Planning Commissioner Job Description
No Board action taken

- Discussion Items
  -Update on 4th of July Meeting with Chamber of Commerce
  -Job Descriptions of Elected Officials
  -Land Purchase Discussion
  -GPS/Log Sheets for Vehicles
  -Community Christmas Tree Lighting

- Public Comments - None
Motion by Elenbaas, seconded by VanderWall to close public comments.  Approved

Motion by VanderWall, seconded by Kraker to go into Closed Session at 10:00 pm
Roll Call vote:  Yes: Zeinstra, Kraker, VanderWall, Elenbaas, Richards, Hoekstra
Approved

- Closed Session – Land Purchase Discussion
Motion by Hoekstra, seconded by Zeinstra to go back into open session at 10:11 pm.
Roll Call vote:  Yes: Zeinstra, Kraker, VanderWall, Elenbaas, Richards, Hoekstra
Approved

- Board Comments
  -Elenbaas – Lobby Glass and interior door security update, sale of fire truck

- Future Agenda Items – See Attached

- Adjournment
Motion by Zeinstra, seconded by Hoekstra to adjourn the meeting at 10:25 pm.
Approved

Laurie Richards  Adam Elenbaas
Allendale Charter Township Clerk  Allendale Charter Township Supervisor