Minutes of the Regular Board Meeting  
Held on Monday, March 25, 2019, 7:00 pm  
At the Allendale Charter Township Hall

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

Members Absent: Zeinstra


Elenbaas called the Meeting to order

- **Invocation** was given by Kraker
- **Pledge of Allegiance**
- **Approve Agenda**  
  Motion by VanderWall, seconded by Kraker to approve the agenda as presented. Approved
- **Consent Agenda**  
  Motion by VanderVeen, seconded by Hoekstra to approve the consent agenda as modified. Approved
  Items on the consent agenda were:
  - Approval of the March 11, 2019 Regular Board Meeting Minutes
  - Fireworks Display Permit
  - Library Cleaning Position: Amber Ward Resignation and filling of position within existing candidate pool—Removed
  - Approval to bring Chris Bannister back on as a Paid-on-Call Firefighter
  - Approval for four Firefighter Trainees: Angel Perez, Kyle Landis, Nathan VanKampen, Patrick Looks
  - Bills
  - Interim Payments

- **For Information:**
  - Financial Report
  - Minutes (Draft) of the March 18, 2019 Planning Commission Meeting

- **Public Comment Policy**  
  Public Comment Policy was presented. No Action Taken

- **Set Fire Station Town Hall Meeting Date**  
  Motion by Hoekstra, seconded by VanderVeen to have a Fire Station Town Hall Meeting on Monday, April 29 to begin with an open house at 6:45 pm and official meeting at 7:00 pm. Approved
- Public Hearing None
- Public Comments - None
  Motion by Elenbaas, seconded by VanderVeen to close public comment.  Approved
- Guest Speakers
  - Tim Vande Zande & David VanGinhoven: Fire Station Planning Update
  - Tyler Wolfe: Assessing Annual Update

- Action Items
  - Board of Review Pay
    Motion by Kraker, seconded by VanderWall to approve a rate of $30.00 per hour for the Board of Review pay beginning with the March 2019 pay cycle.  Approved
  - Resolution 2019-14: Board of Review Appointments (follow up to motion made on March 11, 2019)
    Motion by VanderVeen, seconded by Hoekstra to approve Resolution 2019-14: Board of Review Appointments as presented.  Approved
  - Resolution 2019-15: Appointment of Kristin Corner to the Parks and Recreation Committee and the Downtown Development Authority
    Motion by Hoekstra, seconded by VanderWall to approve Resolution 2019-15: Appointment of Kristin Corner to the Parks and Recreation Committee and the Downtown Development Authority as presented.  Approved
  - Ordinance 2019-5: Industrial Parking and Irrigation
    Motion by VanderWall, seconded by Kraker to approve Ordinance 2019-5: Industrial Parking and Irrigation as presented.  Approved
  - Severe Weather Policy
    Motion by Kraker, seconded by VanderVeen to approve the Severe Weather Policy as presented.  Approved
  - Announcer Ad for Claiming of Items in Blue Retro House
    Motion by VanderVeen, seconded by VanderWall to place a ¼ page Ad at a cost of $225 in the May Edition of the Announcer for Claiming of Items in Blue Retro House.  Approved
  - Critter Barn Funding for 4th of July
    Motion by VanderVeen, seconded by Hoekstra to approve a contract with the Critter Barn for the 4th of July for the Ultimate package at a cost of $900 provided that proof of insurance is obtained.  Approved
  - Summer Maintenance Position Pay Rate
    No Action Taken
  - Summer Maintenance Job Description
    Motion by Kraker, seconded by VanderVeen to approve the Summer Maintenance Job Description as presented.  Approved
  - Public Utility Rate Study Consultant
    Motion by Kraker, seconded by VanderWall to approve Utility Financial Solutions, LLC as the Public Utility Rate Study Consultant for a cost of $22,000 with the necessary budget
amendments. Roll call vote: Yes: Kraker, VanderWall, Elenbaas, Richards, VanderVeen, Hoekstra Approved

- 8:47 – 8:55

- Discussion Items
  - 4th of July Planning Update
  Motion by VanderWall, seconded by VanderVeen to rescind the Board motion from the February 25, 2019 Board Meeting regarding approval of a contract for a 2019 4th of July (Independence Day) Coordinator to plan the park activities for a cost of $3,000 and the contract would include a list of expectations and responsibilities. Approved
  - MTA Board of Directors Request for Feedback Regarding the Option for Nonpartisan Township Offices

- Public Comments - None
Motion by Elenbaas, seconded by VanderVeen to close public comment. Approved

- Board Comments
  VanderVeen – Library Board Meeting update, organization of a friends group, Library survey results
  Motion by VanderWall, seconded by Kraker to go into closed session for the evaluation of personnel – Caitlin Kunst at 9:11 pm. Roll call vote: Yes: VanderWall, Elenbaas, Richards, VanderVeen, Hoekstra, Kraker Approved

- Closed Session: Evaluation of Personnel – Caitlin Kunst

- Return to Open Session at 10:07 pm
Motion by Hoekstra, seconded by VanderVeen to reimburse Caitlin Kunst for the difference between the single and double in lieu rate for the 2018 summer hours worked. Roll call vote: Yes: Hoekstra, VanderVeen, Richards, Elenbaas, VanderWall, Kraker Approved

- Future Agenda Items - see attached

- Adjournment
Motion by VanderWall, seconded by Kraker to adjourn the meeting at 10:16 pm. Approved

Laurie Richards
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor