

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

The Allendale Township Board of Trustees met virtually, to comply with Michigan Department of Health and Human Services directives due to COVID-19, on Monday, March 22, 2021, at 7:00 p.m. and was called to order at 7:02 by Mr. Elenbaas.

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

Absent: None (0)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Elizabeth Szymanski, Administrative Assistant; Margaret Wheeler, Library Advisory Board Member; Garry Murphy, Rotary Club Member; Kim Blum, Rotary Club Member; Cathy Schmidt; Jessica VanBlaricum-Miller; Mitch Kahle; Holly Huber; Jeanine Gasper; and Elaine Ebeling.

Ms. Hansen pronounced the invocation.

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

BOT 21-039 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 21-040 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 8, 2021 Board of Trustees meeting.
2. To approve the general claims in the amount of \$258,438.21 as presented by the summary report for March 10, 2021 – March 23, 2021. There were no interim payments. The motion passed.

Items Received for Information

1. Financial Report

2. Minutes of the March 1, 2021 Planning Commission Meeting
3. February Fire Activity Report
4. February Sheriff's Office Report
5. Deputy of the Year: Deputy John Ortman
6. Sheriff's Emerging Leaders: Detective Schickinger
7. Life Saving Award: Deputy Travis Schippers

Public Hearings- None

Public Comments and Communications

Comments were received from:

1. Jessica VanBlaricum-Miller, Allendale
2. Holly Huber, Muskegon
3. Mitch Kahle, Muskegon
4. Jeanine Gasper, Allendale
5. Several other members of the public who did not disclose name and resident information.

BOT 21-041 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Garry Murphy, Rotary Club Member; and Kim Blum, Rotary Club Member; provided an overview of the planning for Concerts in the Park for the 2021 season. Rotary requests an increase from six to ten concerts as long as the established budget of \$3200.00 allows. They introduced different ideas of coordinating 50/50 Raffle, Rotary donation box, and inviting food trucks to be available during the concerts. Some board members indicated they would like to investigate sponsorship opportunities to financially support Concerts in the Park rather than it being funded by the township in the future. Several board members had various questions. Board members indicated their support for the increased number of concerts as long as the cost complies with the approved budget. Rotary will continue with booking the entertainment and Ms. Hansen will update the board on Concert in the Park planning progress at future board meetings.

Action Items

- BOT 21-042 Ms. Vander Veen moved to approve the hiring of Mary Cook to fill the vacant Library Director position at a starting salary of \$63,000.00. The motion passed.
- BOT 21-043 Ms. Hansen moved to approve the hiring of Jaxon Walker to fill the vacant Maintenance Operator position at a starting wage of \$16.95 per hour, which will increase to \$17.95 per hour after a successful orientation period. The motion passed.
- BOT 21-044 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-05, authorizing the petition for maintenance and improvement of the Sevey Drain. The motion passed as shown by the following votes:
YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Mr. Zeinstra, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (7)
NAYS: None (0)
- BOT 21-045 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-06, adopting the parameters of the Veteran Garden of Honor Brick Donation Program with the suggested edits. The motion passed as shown by the following votes:
YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Mr. Zeinstra, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (7)
NAYS: None (0)
- BOT 21-046 Mr. Vander Wall moved to approve the 2021 COVID PTO Extension and Revision. The motion passed.
- BOT 21-047 Mr. Vander Wall moved to approve the Deputy Clerk and Community Coordinator job descriptions with the suggested edits. The motion passed.
- BOT 21-048 Ms. Kraker moved to approve the Deputy Clerk and Community Coordinator salaries as outlined in said job descriptions. The motion passed.

Discussion Items

Ms. Hansen provided the board an overview of the proposed codification

services. She explained what codification is and the benefits it will provide constituents of the township and the residents.

Public Comments and Communications

Comments were received from:

1. Cathy Schmidt, Allendale
2. Jessica VanBlaricum-Miller, Allendale
3. Holly Huber, Muskegon
4. Mitch Kahle, Muskegon

BOT 21-049 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments:

1. Mr. Vander Wall congratulated Deputy Ortman and Deputy Schippers for their Ottawa County Sheriff Office Awards.
2. Mr. Murillo inquired about bricks that do not meet stipulations outlined in Resolution 2021-06 that are already installed in the Veterans Garden of Honor. Mr. Elenbaas clarified that Resolution 2021-06 does not apply to those bricks.
3. Mr. Elenbaas addressed the public inquiry of federal stimulus funds that are to be issued to the township and explained it is likely the funds will not be received. He provided an update of the upcoming Internship interviews.

BOT 21-050 Mr. Murillo moved to adjourn at 9:09 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale