

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

The Allendale Township Board of Trustees met at the Allendale Township Park Auditorium, located at 6676 Lake Michigan Drive, on Monday, June 28, 2021, at 7:00 p.m. and was called to order at 7:00 by Mr. Elenbaas.

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

Absent: Mr. Vander Wall (1)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Kevin Yeomans, Project Coordinator; Colton Hyble, Township Intern; Tim VanBennekom, Finance Director; Gary Nestle, Public Utilities Wastewater Supervisor, Gary Scholten, Public Utilities Water Supervisor; Allison Romanski, Grand Valley University Research Assistant; Bruce Pindzia, Fleis & VandenBrink; Steve Witte, Nederveld; Patrick Morrow, Metro Health; James Christopollos; Peter Christopollos; Steve VanDyken; Patrick Marks; Mitch Johnson and several other unidentified guests.

Ms. Vander Veen pronounced the invocation.

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

BOT 21-102 Ms. Vander Veen moved to approve the agenda of today as presented. The motion passed.

BOT 21-103 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 14, 2021 Board of Trustees meeting.
2. To approve the general claims in the amount of \$262,099.97 and the interim payments of \$5,377.48 as presented by the summary report for June 16, 2021 – June 29, 2021. The motion passed.

Items Received for Information

1. Financial Report
2. Minutes of the June 7, 2021 Planning Commission Meeting
3. Sheriff's Department May Monthly Report

Public Hearings

1. Metro Health Signage-University Park PUD Amendment

Mr. Elenbaas opened the public hearing at 7:12 p.m.

No comments were received.

BOT 21-104 Mr. Elenbaas moved to close the public hearing at 7:13 p.m. The motion passed.

BOT 21-105 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-11, with established edits, allowing construction of a Metro Health wall sign exceeding the maximum area permitted by the Zoning Ordinance. The motion passed as shown by the following votes:

YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Zeinstra and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

2. Mr. Burger- Walgreen's PUD Amendment

Mr. Elenbaas opened the public hearing at 7:19 p.m.

Public Hearing comments were received from:

Patrick Marks

BOT 21-106 Mr. Elenbaas moved to close the public hearing at 7:22 p.m. The motion passed.

BOT 21-107 Ms. Vander Veen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-12, allowing construction of a 5,414 square foot Mr. Burger restaurant and drive-thru, as outlined in the "Mr. Burger" site plan. The motion passed as shown by the following votes:

YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Zeinstra and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

Public Comments and Communications

Comments were received from:

1. Mitch Johnson, Allendale

BOT 21-108 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Chad Doornbos, Public Utilities Superintendent, presented the 2020 Annual Report/Year in Review highlighting various topics such as: Coronavirus and its financial impact to operations, new administration building, new construction in Allendale, new water and sewer mains, grant funds, upcoming RFP needs, and a financial overview. Public Utilities is investigating the potential of hosting an open house for their new facilities.

Gary Nestle, Public Utilities Wastewater Supervisor, provided an introduction of the Grand River Watershed Project, a clean water initiative and an overview of the 1972 Clean Water Act. He introduced Ms. Allison Romanski, a Research Assistant from Grand Valley State University. Ms. Romanski presented an update of the Grand Valley Research project. The goal of this project is to assess the overall quality of the Grand River. GVSU researchers have partnered with Allendale Wastewater Treatment Plant including utilizing the lab. Ms. Romanski thanked Allendale Township and Public Utilities for their continued partnership, stating this has provided them opportunities they otherwise would not have had. Several board members thanked Ms. Romanski for her presentation and indicated they would like to have her come back to present GVSU final research findings on this project.

Action Items

BOT 21-109 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-13, adopting an Automated Clearing House (ACH) Policy. The motion passed as shown by the following votes:

YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Zeinstra and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

BOT 21-110 Mr. Zeinstra moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-14, adopting a Credit Card Policy. The motion passed as shown by the following votes:

YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Zeinstra and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

BOT 21-111 Ms. Kraker moved to approve the Personnel Policy updates as presented. The motion passed.

BOT 21-112 Mr. Zeinstra moved to approve the Fire Station Design and Bid Budget Amendment Request, the Intern Program Budget Amendment Request, and the Allendale Chamber Membership Directory Budget Amendment Request as outlined in Budget Amendment Requests 1, 2 and 6. The motion passed as shown by the following votes:

YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Zeinstra and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

BOT 21-113 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-15, authorizing Ottawa County Water Resource Commissioner to expend money for the maintenance and repair of the Curry Drain. The motion passed as shown by the following votes:

YEAS: Ms. Vander Veen, Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Zeinstra and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

BOT 21-114 Ms. Hansen moved to approve the hiring of Tawnee Szczepanek to fill the Substitute Library Page and Circulation Assistant position at a wage of \$12.06 per hour. The motion passed.

Discussion Items

Three proposed Zoning Text Amendments were presented to the board including: Tree Preservation, Waste Disposal Facilities and Building Appearance. Discussion was had on these items. A few clarifying edits were suggested. The board requested the language surrounding Waste Disposal Facilities be referred back to the Planning Commission for edits. A few members of the board expressed concerns pertaining to Waste Disposal Facility repair restrictions outlined in the text language.

Kevin Yeomans, Project Coordinator, provided an overview of IT service proposal recommendations. Mr. Yeomans suggested the board consider accepting the bid from Rehmann Technology. Should the board consider approving this bid, there will be necessary budget amendments. Mr. Yeomans will submit this to the board for final consideration at an upcoming meeting.

Kevin Yeomans provided an update of Office 365 program upgrades. Mr. Yeoman's suggests that Rehmann Technology oversee the final transition to this software program. Should the board consider approving this recommendation, there will be necessary budget amendments. Mr. Yeomans will submit this to the board for final consideration at an upcoming meeting.

Mr. Elenbaas called a ten-minute recess at 9:32 p.m.

The meeting resumed at 9:41 p.m.

Mr. Yeomans introduced a draft of the ACT Park Driveway Budget Amendment Request. He explained the need for this amendment coincides with the Fire Station Construction. The construction of the driveway and parking lot is needed sooner in the timeline of the project to help with preparing the park for the upcoming closure of driveway access once construction begins. Mr. Yeomans will bring the final draft of the proposed budget amendment to a future meeting for final consideration.

Mr. Elenbaas and Ms. Hansen presented the board with an overview of Principles of Governance. This includes actions needed in achieving MTA's "Township of Excellence", while enhancing a "Golden Rule" culture for our organization that emphasizes excellent Customer Service.

Public Comments and Communications- None

BOT 21-115 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments:

1. Ms. Vander Veen inquired to the gravel legislation. Mr. Elenbaas clarified.

BOT 21-116 Ms. Vander Veen moved to adjourn at 10:24 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale