

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 26, 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; Chad Doornbos, Public Utilities Supervisor, Tyler Wolfe, Head Assessor; Connor Galligan, Assistant Assessor; Tim VanBennekom, Finance Director; Mary Cook, Library Director; Margaret Wheeler, Library Advisory Board Member; Nathan Tenhave; Jeffrey Viraldo; Jasper Viraldo; Michael Morgan; Jason Morgan; and Jordan Morgan.

Mr. Elenbaas pronounced the invocation.

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

BOT 21-127 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 21-128 Ms. Vander Veen moved to approve the following Consent Resolutions:

1. To approve the Minutes of the July 12, 2021 Board of Trustees meeting.
2. To approve the general claims in the amount of \$432,466.89 and the interim payments of \$2,596.20 as presented by the summary report for July 14, 2021 – July 27, 2021.
3. To approve the waiver of the vendor license fees for business owners Kenneth Sall and Lauren D’Angelo for township hosted events: Movies in

the Park 2021, and Concerts in the Park 2021 Series.

4. To approve the corrected DDA budget amendment as presented in Budget Amendment Request #7-Corrected. 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)

Items Received for Information

1. Financial Report
2. Minutes of the June 21, 2021 Planning Commission Meeting
3. Fire Department Monthly Report- June 2021

Public Hearings – None

Public Comments and Communications - None

BOT 21-129 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Connor Galligan, Assistant Assessor, provided an update on the Assessing Department. He indicated the July Board of Review was completed last week. Next Board of Review will be held on December 14, 2021. The Assessing Department's new process of mailing short forms to property owners has helped response rates increase drastically. There has been a total of 91 new houses in 2021, which is 20 more than last year. Mr. Galligan provided an overview on the tax tribunal cases from 2020 and 2021.

Tim VanBennekom, Finance Director, provided a Finance Department update to the board. The annual audit has been completed. Overall, Allendale is doing a great job. Mr. VanBennekom informed the board that we need to file for American Rescue Plan Act (ARPA) funds. Allendale is estimated to receive approximately 2.8 million dollars. However, there are numerous provisions on what the money can be spent on. The Finance Department will soon start planning for the 2022 budget.

Colton Hyble, Intern, gave an overview of his time here at Allendale Township. He outlined the various projects he has been a part of as well as the take-aways, knowledge and experience gained through this intern program.

Action Items

- BOT 21-130 Ms. VanderVeen moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-17, adopting the Michigan Water/Wastewater Agency Response Network, Mutual Aid and Assistance Agreement (MiWARN). 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 21-131 Mr. Zeinstra moved to support the supervisor in taking the necessary steps to apply for 100% of the funds available through the American Rescue Plan Act (ARPA). The motion passed.
- BOT 21-132 Mr. Elenbaas moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-18, reestablishing the Public Library as allowed by MCL 42.13a, and to reappoint the Library Advisory Board. 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)

Discussion Items

Mr. Elenbaas, introduced a draft of a job description for the Project Coordinator. The draft version included: updates to specific job duties, additional duties, suggested title update of "Assistant Administrator" and increased salary suggestions.

Public Comments and Communications

Comments were received from:

1. Michael Morgan

BOT 21-133 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments:

1. Ms. VanderVeen inquired if board members would be interested in revisiting the opportunity to host meet and greet sessions with the public approximately an hour before board meetings to provide time to allow residents to address any concerns, comments, or questions they may have. She also highlighted some library updates including: Room Room revamps, Fines and Fees schedule is being updated, and the statewide reading of Women of Copper County.

BOT 21-134 Ms. Vander Veen moved to enter into closed session to discuss potential land purchase at 8:26 p.m. 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)

The board returned to open session at 9:02 p.m.

Several board members made general comments on various township activities.

BOT 21-135 Ms. Hansen moved to adjourn the meeting at 9:07 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale