

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
SEPTEMBER SESSION-1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, September 13 2021, at 7:00 p.m. and was called to order at 7:01 by Mr. Elenbaas.

Present: Mr. Murillo; Ms. Hansen; Ms. Kraker; Mr. Vander Wall and Mr. Elenbaas. (5)

Absent: Ms. Vander Veen; and Mr. Zeinstra (2)

Staff and Guest Present: Bob Sullivan, Legal Counsel; Kevin Yeomans, Project Coordinator; Tim VanBennekom, Finance Director; Lieutenant Kyle Garlanger, Fire Department; Chad Doornbos, Public Utilities Supervisor; and Greg DeJong, Ottawa County Commissioner.

Mr. Elenbaas pronounced the invocation.

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

BOT 21-153 Mr. Vander Wall moved to approve the agenda of today with the following amendments: add Ordinance 2021-03, Great Lakes Energy Franchise, to the Action Items and remove Business Registration Program Update from Guest Speakers. The motion passed.

BOT 21-154 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the August 23, 2021 Board of Trustees meeting.
2. To approve the general claims in the amount of \$533,529.37 and the interim payments of \$38,838.14 as presented by the summary report for September 14, 2021. The motion passed.

Items Received for Information

1. Financial Report

2. Minutes of the August 16, 2021 Planning Commission Meeting
3. July Sheriff's Department Monthly Report
4. August Fire Department Monthly Report

Public Hearings

1. Truth in Taxation

Mr. Elenbaas opened the public hearing at 7:06 p.m.

No comments were received.

BOT 21-155 Mr. Elenbaas moved to close public comment. The motion passed.

Public Comments and Communications - None

BOT 21-156 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update, which included the following: David Van Ginhoven was honored at an Ottawa County Parks & Rec Foundation event. A trail located at Hemlock Crossings was named after him and a memorial was installed on said trail. The County Board of Commissioners has a board meeting tomorrow. Commissioner DeJong anticipates a high turnout of residents passionate about the current mask mandate issued by the Ottawa County Health Department. Commissioners have contacted independent attorneys to obtain an opinion on overriding the mandate. Commissioner DeJong indicated that both attorneys contacted concur that the Health Department's mandate cannot be overridden. Commissioner DeJong met with a few of our state representatives seeking assistance. They indicated they were looking into it. The Attorney General's office did not respond to Commissioners request for an opinion on the mask mandate matter. Commissioner DeJong continues to communicate as often as possible with residents that reach out to him.

Tim VanBennekom, Finance Director, provided an overview of the mid-year budget amendment requests. He indicated the township is tentatively expecting \$50,000.00 to be reverted back to the general fund, assuming no unexpected issues arise.

Chad Doornbos, Public Utilities Supervisor, provided an overview on the Public Utilities budget amendment requests.

Action Items

- BOT 21-157 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Resolution 2021-21: Truth in Taxation Millage Rate Resolution and to authorize appropriate township officials to complete and submit the County Checklist and 2021: L-4029 forms as necessary. The motion passed as shown by the following votes:
YEAS: Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (5)
NAYS: None (0)
ABSENT: Ms. Vander Veen; Mr. Zeinstra (2)
- BOT 21-158 Mr. Vander Wall moved to approve the Mid-Year Budget Amendments as presented. The motion passed as shown by the following votes:
YEAS: Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (5)
NAYS: None (0)
ABSENT: Ms. Vander Veen; Mr. Zeinstra (2)
- BOT 21-159 Mr. Elenbaas moved to update the position title currently held by Kevin Yeomans from Project Coordinator to Assistant Township Administrator and to approve the promotion of Kevin Yeomans to the position of Assistant Township Administrator at an annual salary of \$66,687.92 as outlined in the letter of recommendation presented. The motion passed.
- BOT 21-160 Ms. Hansen moved to update the position title from Human Resource Manager to Human Resource Director and to approve the promotion of Lydale Weaver from Human Resource Specialist to Human Resource Director at an annual salary of \$67,059.20 as outlined in the letter of recommendation presented. The motion passed.
- BOT 21-161 Ms. Kraker moved to update the position title from Assistant Assessor to Assessor Administrator and to approve the amended job description as presented. The motion passed.
- BOT 21-162 Mr. Vander Wall moved to approve the promotion of Connor Galligan from Assistant Assessor to Assessor Administrator at an annual salary of \$68,640.00 as outlined in the letter of recommendation presented. The motion passed.

BOT 21-163 Mr. Vander Wall moved to approve the Wage Transition Budget Amendments as presented. The motion passed as shown by the following votes:
YEAS: Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (5)
NAYS: None (0)
ABSENT: Ms. Vander Veen; Mr. Zeinstra (2)

BOT 21-164 Mr. Vander Wall moved to approve and authorize the Clerk and Supervisor to sign Ordinance 2021-03: Great Lakes Energy Cooperative Franchise Ordinance; an ordinance to grant a franchise to conduct local electric, broadband and communication business in Allendale Charter Township. The motion passed as shown by the following votes:
YEAS: Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (5)
NAYS: None (0)
ABSENT: Ms. Vander Veen; Mr. Zeinstra (2)

Discussion Items

Lieutenant Kyle Garlanger, Allendale Fire Department provided a brief history of the rental program in Allendale Township. He indicated historically the cost of inspecting rental properties fell to the township, which averaged over \$25,000.00 per year. After researching various options, the cost of rental inspections transitioned to the property owner through an established rental program designed to recoup costs. Lt. Garlanger indicated, due to various costs of business increases, our current fee schedule may not be sufficient to recoup current rental inspection costs. He introduced a proposed fee schedule to remedy this and introduced updated language to the proposed ordinance amendment. Several board members had questions and comments.

Public Comments and Communications

Comments were received from:

1. Kevin Yeomans, Courtland Township

BOT 21-165 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments: None

BOT 21-166 Ms. Kraker moved to go into closed session at 8:17 p.m. for the purpose of consulting the township legal counsel regarding trial strategy in connection with pending litigation, specifically the Griffin, Miller, Kahle and Huber matters. The motion passed as shown by the following votes:
YEAS: Mr. Murillo, Ms. Hansen, Ms. Kraker, Mr. Vander Wall, and Mr. Elenbaas. (5)
NAYS: None (0)
ABSENT: Ms. Vander Veen; Mr. Zeinstra (2)

The board returned to open session at 8:57 p.m.

BOT 21-167 Mr. Vander Wall moved to adjourn the meeting at 8:57 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale