

Minutes of the Regular Board Meeting  
Held on Monday, March 9, 2020, 7:00 pm  
At the Allendale Charter Township Hall

Members Present: Elenbaas, Kraker, Zeinstra, Hoekstra, VanderVeen (remotely)

Members Absent: Richards, VanderWall

Guests Present: Bob Sullivan, Chad Doornbos, Greg DeJong, Vern Helder, David and Kari Rozema, Nicholas Raak, Kristen Borgman, John Riley, Joel Pagel

Elenbaas called the Meeting to order

- **Invocation** was given by Kraker
- **Pledge of Allegiance**
- **Approve Agenda**

Motion by Zeinstra, seconded by Hoekstra to approve the agenda as presented.  
Approved

- **Consent Agenda**

Motion by Hoekstra, seconded by Zeinstra to approve the consent agenda as presented.  
Approved

Items on the consent agenda were:

- Approval of the February 24, 2020 Regular Board Meeting Minutes
- Bills
- Interim Payments
- Elizabeth Szymanski Completion of 90-Day Probationary Period

For Information:

- Financial Report
- Minutes of the February 17, 2020 Planning Commission Meeting
- Fire Department February Monthly Report
- Sheriff's Department February Monthly Report

- **Trustee / Parks and Rec Chair Marcia Hoekstra: Update on Parks and Rec Master Planning Process and Community Input**
- **Public Hearing**
  - Parks and Recreation Master Plan**Public Hearing was opened at 7:10 pm. No comments were received.  
Motion by Elenbaas, seconded by Zeinstra to close the public hearing at 7:12 pm
- **Public Comments**
  - Vern Helder introduced himself. He is running for District Court Judge.Motion by Elenbaas, seconded by Kraker to close public comment. Approved

- **Guest Speaker**
  - County Commissioner Greg DeJong
  - John Riley of Gentle Response Foundation
- **Action Items**
  - Resolution 2020-5: Recognition of Gentle Response as a Non-Profit Organization  
Motion by Kraker, seconded by Hoekstra to approve Resolution 2020-5: Recognition of Gentle Response as a Non-Profit Organization as presented. Approved
  - Ordinance 2020-2: Updates to Zoning Ordinance Regarding Kennels  
Motion by Zeinstra, seconded by Hoekstra to approve Ordinance 2020-2: Updates to Zoning Ordinance Regarding Kennels as presented. Approved
  - HR Manager Job Description  
Motion by Zeinstra, seconded by Kraker to approve the updated job description of the HR Manager as presented. Approved  
Motion by Hoekstra, seconded by Kraker to send the HR job description to Pontifex to complete the wage study. Approved
- **Discussion Items**
  - Community Promotions Position  
Motion by Hoekstra, seconded by Zeinstra to approve the Township Events Coordinator job description as revised. Approved
  - 4<sup>th</sup> of July Planning
- **Public Comments**
  - Greg DeJong
  - GVSU Student Senate  
Motion by Elenbaas, seconded by Zeinstra to close public comments. Approved
- **Board Comments**
  - Hoekstra -New Park Development Kick Off ideas
- **Future Agenda Items – See Attached**
- **Adjournment**
  - Motion by VanderVeen, seconded by Hoekstra to adjourn the meeting at 8:21 pm.  
Approved

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor