

**PROPOSED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
NOVEMBER SESSION 2<sup>nd</sup> DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, November 25, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Smit; Mr. Vander Wall; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Mr. MacDonald; and Mr. Elenbaas. (7)

Absent at Roll Call: None (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Jared Schuitema; Mark Kidd, RJM Properties; Jack Barr, Nederveld; Kyle Finch; Diane Milam; Sergeant Jon Smoes, Ottawa County Sheriff's Department.

Mr. Elenbaas pronounced the invocation.

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

BOT 24-181 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-182 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the November 11, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$2,418,647.33 and interim payments of \$156,911.66, as presented by the summary report for November 25, 2024.
3. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-21: Master Plan; a resolution adopting the Allendale Charter Township Master Plan.
4. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-22: Supervisor's Salary; a resolution to set the salary of the Supervisor for 2025

fiscal year at \$97,668.00.

5. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-23: Clerk's Salary; a resolution to set the salary of the Clerk for 2025 fiscal year at \$97,668.00.
6. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-24: Treasurer's Salary; a resolution to set the salary of the Treasurer for 2025 fiscal year at \$6,751.00.
7. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-25: Trustee's Salary; a resolution to set the salary of the Trustee's for 2025 fiscal year at \$4,968.00 and an extra per diem rate of \$47.68 per additional meeting.
8. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-26: Legal Ads; a resolution establishing use of the *Grand Rapids Press* for legal ads for the year 2025.
9. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-27: 2025 Board Meeting Dates; a resolution establishing the 2025 Township Board meeting dates and time.
10. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-28: PA 152 Annual Health Insurance Contribution; a resolution to adopt 80%/20% employer/employee health care cost option as set forth in 2011 Public Act 152, the publicly funded health insurance contribution act.
11. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-29: Property Tax Payment Designee Appointments; a resolution authorizing certain elected officials and employees be designees of the Treasurer to collect/receive property tax payments per Public Act 129 of 2019.
12. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-30: Board of Review- Authorizing filing of Protest by Letter; a resolution establishing that the Board of Review shall receive letters of protest regarding assessments and establish dates to receive the letters.
13. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-31: Poverty Guidelines; a resolution requiring that in 2025, the Assessor and Board of Review shall follow the established guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and Federal guidelines, and these are communicated in writing to the claimant.

14. To approve and authorize the Clerk and Supervisor to sign Resolution 2024-32: Committee Appointments; a resolution approving the following committee appointments:

**Planning Commission - 3 year Term**

Tom Zuniga, Term Ending 12/31/2027

Ray Nadda, Term Ending 12/31/2027

**Zoning Board of Appeals - 3 year Term**

Eric Westerling, Term Ending 12/31/2027

Sean Caird, Term Ending 12/31/2027

**Board of Review - 2 year Term**

Steve Spriensma, Term Ending 12/31/2026

Blair Hoezee, Term Ending 12/31/2026

Richard Joslyn, Term Ending 12/31/2026

Joel Szymanski, Alternate, Term Ending 12/31/2026

TaMara Walker, Alternate, Term Ending 12/31/2026

**Library Advisory Board - 3 year Term**

Elaine Ebeling, Term Ending 12/31/2027

Patti Walcott, Term Ending 12/31/2027

**Downtown Development Authority - 4 year Term**

Robert Chapin, Term Ending 12/31/2028

Brent Clark, Term Ending 12/31/2028

Angela Sirotko, Term Ending 12/31/2028

**Election Commission - 1 year Term**

Kris Schuitema, Term Ending 12/31/2025

Mikal MacDonald, Term Ending 12/31/2025

The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Mr. MacDonald; Mr. Vander Wall; Ms. Hansen; Mr. Smit; Ms. Schuitema; and Mr. Elenbaas (7)

NAYS: None (0)  
ABSENT: None (0)

Items Received for Information

1. Planning Commission November 4, 2024, Meeting Minutes.
2. October Finance Report
3. November Sheriff Report

Jack Barr, Nederveld, presented a brief overview of the Hidden Shores West-Water's Edge PUD.

Public Hearings

1. Zoning Map Amendment: Hidden Shores West-Water's Edge PUD  
Mr. Elenbaas opened the public hearing at 6:10 p.m.  
Comments were received from:
  1. Kyle Finch, Allendale
  2. Diane Milam, Allendale

BOT 24-183 Mr. Elenbaas moved to close the public hearing at 6:14 p.m. The motion passed.

Public Comments

- Comments were received from:
1. Steve Witte, Georgetown Township

BOT 24-184 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-185 Mr. Elenbaas introduced Ordinance 2024-08: Zoning Map Amendment-Hidden Shores West Water's Edge for its first reading.

BOT 24-186 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-06: Zoning Text Amendment; an ordinance to amend Section 12.06- Development Requirements for PUD's with residential uses, and will provide for repeal, severability provisions, and establish an effective date for this ordinance. The motion passed.

Steve Witte, Nederveld provided an overview of the 5500 Lake Michigan Drive PUD.

BOT 24-187 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-07: Zoning Map Amendment; an ordinance to amend the Allendale Charter Township Zoning Ordinance by rezoning certain lands to the Planned Unit Development Zoning District; and will provide an effective date for this ordinance. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Hansen; Mr. Vander Wall; Mr. MacDonald; and Mr. Elenbaas. (5)

NAYS: Mr. Smit; and Ms. Schuitema (2)

ABSENT: None (0)

BOT 24-188 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-34: 5500 Lake Michigan Drive PUD; a resolution approving the 5500 Lake Michigan Drive PUD plan contingent on various conditions. The motion passed.

BOT 24-189 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-33: 2025 Fiscal Year Budget; a resolution to establish the General Appropriations Act of the Charter Township of Allendale for the Fiscal Year 2024; to make appropriations; to provide for the expenditure of appropriations; to provide for the disposition of income received by the Township; to define the powers and duties of the Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Hansen; Ms. Schuitema; Mr. Vander Wall; Mr. MacDonald; Mr. Smit; and Mr. Elenbaas. (7)

NAYS: None (0)

ABSENT: None (0)

BOT 24-190 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-35: Approval of Consent Election; a resolution to approve a consent election to determine whether a majority of certain employees in the Township's Public Utilities Department wish to be represented by a labor organization (the Utility Workers Union of America) for purposes of collective bargaining. The motion passed.

#### Discussion Items

Chad Doornbos, Public Utilities Superintendent, provided an overview of the Water System Rate Schedule and Sewer System Rate Schedule. Several board members had questions and comments.

Public Comments- None

BOT 24-191 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments- None

BOT 24-192 Mr. Vander Wall moved to adjourn the meeting at 7:51 p.m. The motion passed.

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Jody L. Hansen, Clerk  
Of the Township of Allendale

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Adam Elenbaas, Supervisor  
Of the Township of Allendale