

APPROVED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
DECEMBER 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 Friday, December 20, 2024, at 8:00 a.m. and was called to order at 8:10 a.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Smit; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Mr. MacDonald; and Mr. Elenbaas. (6)

Absent at Roll Call: Mr. Vander Wall (1)

Staff and Guests Present: Chad Doornbos, Public Utilities Superintendent; and Tim VanBennekom, Finance Director.

Mr. MacDonald pronounced the invocation.

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

BOT 24-203 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-204 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the December 9, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$2,078,639.92 and interim payments of \$94,120.31, as presented by the summary report for December 20, 2024.

The motion passed.

Items Received for Information

1. Planning Commission December 2, 2024, Meeting Minutes.
2. Parks & Recreation Advisory Board December 12, 2024, Meeting Minutes.
3. November Finance Report.
4. Public Utility Operator, Bryan Campos, Completion of S-4 License Notice.
5. 2024 Internal Budget Amendments: Amendment 4, a \$0 expenditure change to

the General Fund; Amendment 6, a (\$900.00) expenditure change to the General Fund; Amendment 7, a (\$76,200.00) expenditure change to the General Fund; Amendment 8, a (\$200.00) expenditure change to the General Fund; Amendment 10, a (\$900.00) expenditure change to the General Fund; Amendment 11, a (\$18,500.00) expenditure change to the General Fund; Amendment 13, a (\$1,500.00) expenditure change to the General Fund; Amendment 14, a (\$22,000.00) expenditure change to the General Fund; Amendment 15, a (\$9,500.00) expenditure change to the General Fund; Amendment 16, a (\$26,200.00) expenditure change to the General Fund; Amendment 19, a (\$20,000.00) expenditure change to the General Fund; Amendment 20, a (\$16,000.00) expenditure change to the General Fund; Amendment 21, a (\$28,500.00) expenditure change to the General Fund; Amendment 22, a \$0 expenditure change to the General Fund; Amendment 23, a (\$10,250.00) expenditure change to the General Fund; Amendment 24, a (\$9,851.00) expenditure change to the General Fund; Amendment 26, a (\$81,000.00) expenditure change to the Capital Improvement Fund; Amendment 27, a (\$745,490.00) expenditure change to the DDA Fund; Amendment 29, a (\$96,114.00) expenditure change to the Water/Sewer Fund; and Amendment 31, a (\$50,400.00) expenditure change to the Road Improvement Fund.

Public Hearings- None

Public Comments- None

BOT 24-205 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-206 Mr. Zeinstra moved to approve and authorize the following budget amendments: Amendment 5 with an expenditure change of \$5,400.00 to the Board Of Trustees budget; Amendment 9 with an expenditure change of \$18,800.00 to the Administration budget; Amendment 12 with an expenditure change of \$15,850.00 to the Elections budget; Amendment 17 with an expenditure change of \$7,680.00 to the Roads budget; Amendment 18 with an expenditure change of \$21,100.00 to the Street Lights budget; Amendment 25 with an expenditure change of \$160,200.00 to the Building Inspection Budget; Amendment 28 with an expenditure change of \$4,050.00 to the Water/Sewer Administrative Budget; and Amendment 30 with an expenditure change of \$26,997,945.00 to the Sewer Department.

The motion passed as shown by the following votes:

YAYS: Mr. Smit; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Mr. MacDonald;  
and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. Vander Wall (1)

BOT 24-207 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign and process the forms for the PA 116 for H. Walcott Farms, parcels 70-09-21-300-008, 70-09-21-300-011, and 70-09-21-300-012. The motion passed.

BOT 24-208 Ms. Hansen moved to approve and authorize the Clerk and/or Supervisor to sign the Memorandum of Understanding with Grand Valley State University: University Students, Staff, and Faculty Developing Concepts for a Town Center. The motion passed.

BOT 24-209 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign the updated agreement for the Insurance Provider with HUB International Midwest Limited. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-210 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that there are several upcoming presentations given by the students at Allendale Public Schools on how to improve the community. He also informed the board that Sergeant Cal Keuning will be retiring and shared the celebration information.

Ms. Schuitema shared some concerns from the Paid-on Call Firefighters.

Mr. Smit is looking forward to hearing ideas from the Parks & Recreation Committee.

Mr. MacDonald will seek an estimate for some drone footage of the Christmas Light Display on M-45.

Mr. Zeinstra may need a new laptop.

Ms. Hansen informed the board that Chief Keefe is looking at a job description of one of their positions and will bring to a future board meeting for updates.

BOT 24-211 Ms. Schuitema moved to adjourn the meeting at 8:52 a.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