

APPROVED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
JANUARY SESSION 1<sup>st</sup> DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, January 12, 2026, at 6:00 p.m. and was called to order at 6:02 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. MacDonald; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; and Mr. Elenbaas. (5)

Absent at Roll Call: Mr. Vander Wall; and Mr. Smit (2)

Staff and Guests Present: Chad Doornbos, Public Utilities Superintendent; Joe Bush, Ottawa County Water Resource Commissioner; Sylvia Rhodea, Ottawa County Commissioner; and Michael Carey.

Mr. Elenbaas pronounced the invocation.

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

BOT 26-001 Mr. Zeinstra with support from Mr. MacDonald moved to approve the agenda of today as amended by adding Joe Bush, Ottawa County Water Resource Commissioner to "Guest Speakers". The motion passed.

BOT 26-002 Ms. Schuitema with support from Mr. Zeinstra moved to approve the following Consent Resolutions:

1. To approve the Minutes of the December 22, 2025, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$319,182.48 and interim payments of \$206,065.89, as presented by the summary report for January 12, 2026.

The motion passed.

Items Received for Information

1. Planning Commission December 15, 2025, meeting minutes.
2. December Fire Department Report.

3. Public Utility Operator Bryan Campos Completion of his S-2 Water Distribution License.
4. Public Utility Operator Ryan Vander Ploeg Completion of his S-2 Water Distribution License.
5. Deputy Clerk/Election Coordinator, Elizabeth Szymanski Completion of her Level 2 MiPMC Certification.
6. Notice of Hire: Sarah Kenny, Youth Paraprofessional Librarian at a wage of \$18.50 per hour.
7. 2025 Internal Budget Amendments: Amendment 30, a \$0 expenditure change to the Board of Trustee budget; Amendment 34, a \$0 expenditure change to the Fire budget; Amendment 35, a \$0 expenditure change to the DDA budget; and Amendment 35, a \$0 expenditure change to the Water budget.

Public Hearings- None

Guest Speakers

Commissioner Sylvia Rhodea provided the following county updates: Information on PA 233, small home designs, and Community Mental Health funding.

Joe Bush, Ottawa County Water Resources Commissioner thanked Allendale Township for their partnership, provided groundwater updates, PA 233 potential impacts on groundwater, and provided Allendale Township with an updated drain map.

Public Comments

Comments were received from:

1. Michael Carey, Allendale

BOT 26-003 Mr. Elenbaas with support from Mr. Zeinstra moved to close public comment. The motion passed.

Action Items

BOT 26-004 Ms. Schuitema with support from Mr. MacDonald moved to approve and authorize the following budget amendments: Amendment 31 with an expenditure change of \$253.00 to the Finance/Accounting budget; Amendment 32 with an expenditure change of \$5,300.00 to the Clerk budget; and Amendment 33 with an expenditure change of (\$5,300.00) to the Elections budget.

The motion passed as shown by the following votes:

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

NAYS: None (0)

ABSENT: Mr. Smit; and Mr. Vander Wall (2)

Discussion Items

The Board held a brief discussion on whether to take a stance on matters or requests that fall outside the Township's jurisdiction. After discussion, no action was taken.

Public Comments- None

BOT 26-005 Mr. Elenbaas with support from Mr. MacDonald moved to close public comment. The motion passed.

Board Comments

Mr. Zeinstra sought clarification on safety standards being prioritized.

Ms. Hansen informed the board that the HR Department has a safety coordinator, and the role is continuing to evolve, and she attends several various training courses.

Mr. Elenbaas informed the board that the team has been fielding several concerned calls about road conditions. Please forward any residents concerns to him. He is meeting with the Road Commission this week to address these issues.

BOT 26-006 Ms. Schuitema, with support from Mr. MacDonald moved to adjourn the meeting at 7:15 p.m. The motion passed.



Jody L. Hansen, Clerk  
Of the Township of Allendale



Adam Elenbaas, Supervisor  
Of the Township of Allendale