



Agenda for the
Allendale Charter Township Board Meeting
Monday, January 12, 2026, 6:00 p.m.

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by David Vander Wall
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
 - Approval of the December 22, 2025, Regular Board Meeting Minutes
 - Bills
 - Interim Payments
- For information
 - December 15, 2025, Planning Commission Meeting Minutes
 - December Fire Department Monthly Report
 - Public Utility Operator Bryan Campos Completion of his S-2 Water Distribution License
 - Public Utility Operator Ryan Vander Ploeg Completion of his S-2 Water Distribution License
 - Michigan Association of Municipal Clerks Recognition of Elizabeth Szymanski's Completion of her Level Two MiPMC Certification
 - Notice of Hire – Sarah Kenny, Youth Paraprofessional Librarian
 - 2025 Internal Budget Amendments
- Public Hearings
- Public Comments
- Guest Speakers
 - County Commissioner Sylvia Rhodea
- Action Items
 - 2025 Budget Amendments
- Discussion Items
 - Policy Discussion: Taking a Stance on Matters or Requests Outside of the Jurisdiction of the Township
- Public Comments
- Board Comments
- Adjournment

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APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
DECEMBER SESSION 2nd DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, December 22, 2025, at 8:00 a.m. and was called to order at 8:00 a.m. by Mr. Elenbaas.

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

Absent at Roll Call: Mr. MacDonald (1)

Staff and Guests Present: Chad Doornbos, Public Utilities Superintendent; Mollie Bonter, Finance Director; Stan Roth; 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 25-201 Mr. Zeinstra with support from Mr. Smit moved to approve the agenda of today as presented. The motion passed.

BOT 25-202 Mr. Vander Wall with support from Ms. Schuitema moved to approve the following Consent Resolutions:

1. To approve the Minutes of the December 8, 2025, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$726,682.25 and interim payments of \$125,422.40, as presented by the summary report for December 22, 2025.
3. To approve and authorize the Clerk and/or Supervisor to sign Resolution 2025-22: Committee Appointments; as amended (by correcting the Term Ending Date of Mark Adams to 12/31/2028), a resolution approving the following committee appointments:

Planning Commission - 3 year Term
Mark Adams, Term Ending 12/31/2028

Joseph Jacquot, Term Ending 12/31/2028

Zoning Board of Appeals - 3 year Term

Robert Chapin, Term Ending 12/31/2028

Joseph Jacquot, Term Ending 12/31/2028

Library Advisory Board - 3 year Term

Margaret Wheeler, Term Ending 12/31/2028

Brad Bartelmay, Term Ending 12/31/2028

Downtown Development Authority - 4 year Term

Jeremy Borgman, Term Ending 12/31/2029

Hailey Savola, Term Ending 12/31/2029

Angela Hatto, Term Ending 12/31/2029

Parks & Recreation

Natasha Shepard, Term Ending 12/31/2027

Marcia Hoekstra, Term Ending 12/31/2027

Election Commission - 1 year Term

Kris Schuitema, Term Ending 12/31/2026

Mikal MacDonald, Term Ending 12/31/2026

The motion passed.

Items Received for Information

1. Planning Commission December 1, 2025, meeting was cancelled.
2. November Fire Department Report.
3. November Sheriff's Department Report.
4. 2025 Internal Budget Amendments: Amendment 18, a \$0 expenditure change to the Fire Department budget; Amendment 23, a \$0 expenditure change to the Roads budget; Amendment 6, a \$0 expenditure change to the Parks and Recreation budget; Amendment 9, a \$0 expenditure change to the Elections budget; Amendment 10, a \$0 expenditure change to the Elections budget; Amendment 11, a \$0 expenditure change to the Finance budget; Amendment 12, a \$0 expenditure change to the Library budget; Amendment 17, a \$0 expenditure change to the Human Resources budget; Amendment 22, \$0 expenditure change to the Planning and Zoning budget; and Amendment 29, a \$0 expenditure change to the DDA budget.

Public Hearings- None

Public Comments- None

BOT 25-203 Mr. Elenbaas with support from Mr. Smit moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 25-204 Mr. Vander Wall with support from Ms. Schuitema moved to approve and authorize the following budget amendments: Amendment 7 with an expenditure change of \$74,400.00 to the Clerk budget; Amendment 15 with an expenditure change of (\$1,255,159.00) to the Sewer budget; Amendment 8 with an expenditure change of (\$74,400.00) to the Elections budget; Amendment 13 with an expenditure change of \$6,639.00 to the Water/Sewer Administrative budget; Amendment 14 with an expenditure change of (\$6,347,273.00) to the Water budget; Amendment 16 with an expenditure change of \$420,608.00 to the Water/Sewer Debt budget; Amendment 20 with an expenditure change of \$3,828.00 to the Administration budget; Amendment 21 with an expenditure change of \$350.00 to the Treasurer budget; Amendment 24 with an expenditure change of \$145.00 to the ZBA budget; Amendment 25 with an expenditure change of \$8,129.00 to the Administration Capital Improvement budget; Amendment 26 with an expenditure change of \$2,200.00 to the Assessor budget; Amendment 27 with an expenditure change of \$108.00 to the Board of Review budget; and Amendment 28 with an expenditure change of \$2,512.00 to the Board of Trustees budget.

The motion passed as shown by the following votes:

YEAS: Mr. Smit; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Mr. Vander Wall; and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. MacDonald (1)

BOT 25-205 Mr. Vander Wall with support from Mr. Smit moved to approve the Administration and Operations Lead Job Description as presented. The motion passed.

Discussion Items- None

Public Comments

Comments were received from:

Michael Carey, Allendale

BOT 25-206 Mr. Elenbaas with support from Mr. Zeinstra moved to close public comment. The motion passed.

BOT 25-207 Mr. Elenbaas with support from Mr. Vander Wall moved to amend the agenda to add "Budget Amendment 19" to Action Items. The motion passed.

Action Items

BOT 25-208 Mr. Smit with support from Ms. Schuitema moved to approve and authorize the following budget amendments: Amendment 19 with an expenditure change of \$0 and a revenue increase of \$210,024.00 to the Revenue Fund. The motion passed as shown by the following votes:

YEAS: Mr. Smit; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Mr. Vander Wall; and Mr. Elenbaas. (6)

NAYS: None (0)

ABSENT: Mr. MacDonald (1)

Board Comments

Mr. Zeinstra wished everyone a Merry Christmas and Happy New Year.

Ms. Schuitema is excited to see the park changes next year.

BOT 25-209 Mr. Vander Wall, with support from Ms. Schuitema moved to adjourn the meeting at 8:46 a.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

01/06/2026 02:39 PM

User: DENISE
DB: ALLENDALEINVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 12/31/2025 - 01/13/2026
UNJOURNALIZED
OPEN

Page: 1/6

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - DECEMBER	256.00	
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	DOG LICENSES - DECEMBER	93.00	
101-000.000-225.000	Due To Schools	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - DECEMBER	1,024.00	
101-000.000-231.030	Misc Ins - Aflac	AFLAC	MISCELLANEOUS INSURANCE - DECEMBER	285.50	
101-000.000-266.000	WAGE GARNISHMENT PAYABLE	MICHIGAN STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	2.07	
101-000.000-284.259	SPRINFIELD NORTH 2	FRESH COAST PLANNING LLC	PLANNING SERVICES - DECEMBER	1,134.00	
			Total For Dept 000.000 REVENUE	2,794.57	
Dept 101.000 Township Board					
101-101.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	ALLENDALE AREA CHAMBER O	2026 MEMBERSHIP INVESTMENT	250.00	
101-101.000-900.000	PRINTING, PUBLISHING, & POSTAGE	ALLENDALE AREA CHAMBER O	ANNOUNCER ADVERTISING - 2026	4,800.00	
			Total For Dept 101.000 Township Board	5,050.00	
Dept 171.000 Supervisor					
101-171.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - DECEMBER	40.72	
101-171.000-860.000	MILEAGE	ADAM ELENBAAS	MILEAGE REIMBURSEMENT - 4TH QTR 2025	140.21	
			Total For Dept 171.000 Supervisor	180.93	
Dept 215.000 CLERK					
101-215.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	OTTAWA COUNTY CLERK'S AS	2026 MEMBERSHIP DUES - HANSEN	80.00	
101-215.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	OTTAWA COUNTY CLERK'S AS	2026 MEMBERSHIP DUES - SZYMANSKI	80.00	
101-215.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - DECEMBER	81.44	
101-215.000-860.000	MILEAGE	JODY HANSEN	MILEAGE REIMBURSEMENT - 4TH QTR 2025	521.08	
			Total For Dept 215.000 CLERK	762.52	
Dept 248.000 ADMINISTRATION					
101-248.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	STATE OF MICHIGAN (DMB)	MIDEAL MEMBERSHIP DUES - 2026	230.00	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	YEAR-END TAX FORMS	48.98	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	PENTEL LEAD REFILL / VOICE RECORDER	1.59	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	PRINTER PAPER / DESK CALENDARS	183.86	
101-248.000-802.000	Contracted Services	WEST MICHIGAN DOCUMENT S	SECURE SHREDDING SERVICE @ 12/17/25	45.00	
101-248.000-802.000-ITMONT	Contracted Services	VC3 INC	I/T SERVICES - DECEMBER	4,830.00	
101-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	MAIL PICKUP FEE - OCT;NOV;DEC 2025	135.00	
101-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	PITNEY BOWES BANK INC PU	POSTAGE METER REFILL - DECEMBER	722.56	
			Total For Dept 248.000 ADMINISTRATION	6,196.99	
Dept 262.000 ELECTIONS					
101-262.000-802.000	Contracted Services	KCI (KENT COMMUNICATIONS	VOTER ID CARDS - DECEMBER	148.44	
			Total For Dept 262.000 ELECTIONS	148.44	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - DECEMBER	40.72	
101-265.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - JANUARY	920.70	
101-265.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	1,048.76	
101-265.000-930.000	Maintenance	ALLENDALE ACE HOME CENTE	MAINTENANCE SUPPLIES - TWP HALL	154.37	
101-265.000-930.000	Maintenance	AMAZON CAPITAL SERVICES	UTILITY TIRES (4)	382.44	
101-265.000-930.000	Maintenance	AMAZON CAPITAL SERVICES	OUTDOOR SECURITY CAMERAS (2)	280.00	
101-265.000-930.000	Maintenance	FAMILY FARM & HOME INC	MAINTENANCE SUPPLIES	369.29	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	OIL / BATTERIES / MICS	483.79	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	SOCKET TRAYS	27.96	
			Total For Dept 265.000 BUILDING & GROUNDS	3,708.03	
Dept 301.000 POLICE OFFICER					

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 301.000 POLICE OFFICER					
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - DECEMBER	4,648.52	
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - DECEMBER	56,426.72	
		Total For Dept 301.000 POLICE OFFICER		61,075.24	
Dept 336.000 FIRE DEPT					
101-336.000-802.000-CELLPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - DECEMBER	50.49	
101-336.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - JANUARY	141.81	
101-336.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	2,119.40	
101-336.000-955.000	Miscellaneous	COREWELL HEALTH WEST OCC	MEDICAL / DRUG TESTINGS - FIRE FIGHTER	564.00	
		Total For Dept 336.000 FIRE DEPT		2,875.70	
Dept 448.000 STREET LIGHTS					
101-448.000-920.000	Electricity	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	9,989.48	
101-448.000-920.002	Henry St/Town Center Electric	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	107.66	
		Total For Dept 448.000 STREET LIGHTS		10,097.14	
Dept 449.000 HIGHWAY-M45					
101-449.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	2,456.04	
101-449.000-930.000	Maintenance	WEST SHORE SERVICES INC	LIGHT BULB REPLACEMENT ON LAKE MICHIGAN	615.00	
		Total For Dept 449.000 HIGHWAY-M45		3,071.04	
Dept 567.000 CEMETERY					
101-567.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	29.86	
		Total For Dept 567.000 CEMETERY		29.86	
Dept 701.000 PLANNING & ZONING					
101-701.000-802.000	Contracted Services	FRESH COAST PLANNING LLC	PLANNING SERVICES - DECEMBER	3,656.00	
101-701.000-955.000	Miscellaneous	AMAZON CAPITAL SERVICES	PENTEL LEAD REFILL / VOICE RECORDER	34.99	
		Total For Dept 701.000 PLANNING & ZONING		3,690.99	
Dept 751.000 RECREATION AND PARKS					
101-751.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	568.57	
		Total For Dept 751.000 RECREATION AND PARKS		568.57	
Dept 753.000 COMMUNITY PROMOTIONS					
101-753.000-807.000-CONCER	COMMUNITY PROGRAMS	SESAC	MUSIC PERFORMANCE LICENSES - 2026	1,278.00	
		Total For Dept 753.000 COMMUNITY PROMOTIONS		1,278.00	
Dept 790.000 LIBRARY					
101-790.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	ALLENDALE AREA CHAMBER OF	2026 MEMBERSHIP INVESTMENT	125.00	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOOKS ON CD	158.00	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	DVD COLLECTION	46.44	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	DVD COLLECTION	116.10	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	16.29	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	14.62	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	12.11	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	9.95	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	45.50	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	25.38	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT BOOK REQUEST	13.89	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	6.60	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	17.87	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	45.41	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 790.000 LIBRARY					
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT BOOK COLLECTION	27.74	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	34.19	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	32.29	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	15.99	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	17.56	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT COLLECTION	131.16	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT COLLECTION	22.49	
101-790.000-732.000-BOOKSX	SUPPLIES	THE GRAND RAPIDS PRESS	SUBSCRIPTION RENEWAL THRU 03/28/26	150.83	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	22.99	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	ALCOHOL FOR SANITIZING	25.99	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	BOOK TAPE	32.72	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	CRICUT MACHINE & SUPPLIES	391.99	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	TABLECLOTH	25.64	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	BOOK PROCESSING SUPPLIES	51.54	
101-790.000-802.000-AQUARI	Contracted Services	AQUA BLUE AQUARIUM SOLUT	AQUARIUM MAINTENANCE - DECEMBER	75.00	
101-790.000-802.000-COPIER	Contracted Services	OFFICE MACHINES COMPANY	COPY MACHINE CONTRACT - DECEMBER	158.48	
101-790.000-802.000-DIGITA	Contracted Services	LAKELAND LIBRARY COOPERA	QTRLY OVERDRIVE @ JAN - MAR 2026	610.72	
101-790.000-802.000-DIGITA	Contracted Services	LIBRARY PASS INC	COMICS PLUS 2-YR SUBSCRIPTION	2,373.48	
101-790.000-802.000-DIGITA	Contracted Services	MIDWEST TAPE LLC	HOOPLA SERVICES - DECEMBER	1,999.55	
101-790.000-802.000-EPSSEC	Contracted Services	ENGINEERED PROTECTION SY	VIDEO SERVICE AGREEMENT @ FEB-APR 202	136.38	
101-790.000-802.000-HOTSP0	Contracted Services	T-MOBILE	WIRELESS WIFI HOTSPOTS - DECEMBER	258.30	
101-790.000-802.000-ITMONT	Contracted Services	THE LIBRARY NETWORK	DEEP FREEZE LICENSE RENEWAL	39.20	
101-790.000-802.000-LAKELA	Contracted Services	LAKELAND LIBRARY COOPERA	QTRLY BILLING/SUPPORT @ JAN - MAR 202	6,706.85	
101-790.000-802.000-TECHNO	Contracted Services	ACENTEK	TELEPHONE CHARGES - JANUARY	209.95	
101-790.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - JANUARY	45.10	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	REFUND CREDIT	(19.12)	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	RETURN CREDIT	(19.12)	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	GLUE GUN - RETURN CREDIT	(19.12)	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	GLUE GUN - RETURN CREDIT	(19.12)	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	WOOD BURNING PROGRAM SUPPLIES	169.27	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	WOOD BURNING PROGRAM SUPPLIES	176.31	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	TAWNEE SZCZEPANEK	MILEAGE & SUPPLIES REIMBURSEMENT	44.89	
101-790.000-807.000-YOUTH0	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	CARDMAKING PROGRAM SUPPLIES	9.99	
101-790.000-807.000-YOUTH0	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	YOUTH PROGRAM SUPPLIES	24.88	
101-790.000-807.000-YOUTH0	COMMUNITY PROGRAMS	ASHLEY JOHNSON	SUPPLIES REIMBURSEMENT	18.21	
101-790.000-860.000	MILEAGE	TAWNEE SZCZEPANEK	MILEAGE & SUPPLIES REIMBURSEMENT	16.80	
Total For Dept 790.000 LIBRARY				14,633.16	
Total For Fund 101 General Fund				116,161.18	
Fund 249 Building Department Fund					
Dept 371.000 INSPECTION DEPARTMENT					
249-371.000-802.000	Contracted Services		PROFESSIONAL CODE INSPEC PERMIT INSPECTIONS - DECEMBER	29,004.30	
Total For Dept 371.000 INSPECTION DEPARTMENT				29,004.30	
Total For Fund 249 Building Department Fund				29,004.30	
Fund 494 Dda Development Fund					
Dept 248.000 ADMINISTRATION					
494-248.000-955.000	Miscellaneous	ADAM ELENBAAS	MILEAGE REIMBURSEMENT - 4TH QTR 2025	35.28	
494-248.000-971.044	GENERAL MARKETING	ALLENDALE AREA CHAMBER O	DDA PARTNERSHIP 2026	50,000.00	
Total For Dept 248.000 ADMINISTRATION				50,035.28	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund 494 Dda Development Fund					
Dept 446.000 ROADS					
494-446.000-971.065	ROAD MAINTENANCE	OTTAWA CTY ROAD COMMISSI	ROAD RESURFACING - FINAL PAYMENT	21,631.18	
		Total For Dept 446.000 ROADS		21,631.18	
		Total For Fund 494 Dda Development Fund		71,666.46	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-231.030	Misc Ins - Aflac	AFLAC	MISCELLANEOUS INSURANCE - DECEMBER	117.28	
592-000.000-266.000	WAGE GARNISHMENT PAYABLE	MICHIGAN STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	332.64	
592-000.000-284.256	5500 LMD PUD-RJM PROPERTIES GR	PREIN & NEWHOF PC INC	MONTHLY & CONSTRUCTION SAMPLES	160.00	
		Total For Dept 000.000 REVENUE		609.92	
Dept 248.000 ADMINISTRATION					
592-248.000-802.000	Contracted Services	ETNA SUPPLY COMPANY	ANNUAL SOFTWARE MAINTENANCE & TECH SU	4,000.00	
592-248.000-802.000-ITMONT	Contracted Services	VC3 INC	I/T SERVICES - DECEMBER	3,220.00	
		Total For Dept 248.000 ADMINISTRATION		7,220.00	
Dept 536.000 WATER					
592-536.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	BRYAN CAMPOS	S-2 DISTRIBUTION LICENSE REIMBURSEMEM	70.00	
592-536.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	RYAN VANDERPLOEG	S-2 EXAM APPLICATION REIMBURSEMENT	70.00	
592-536.000-732.000-GENSUP	SUPPLIES	ALLENDALE ACE HOME CENTE	SUPPLIES - WATER DEPT	109.74	
592-536.000-732.000-GENSUP	SUPPLIES	AUTOZONE STORE	GLOVES	9.90	
592-536.000-732.000-GENSUP	SUPPLIES	FAMILY FARM & HOME INC	JOBSITE WATERPROOF SUPPLIES	9.49	
592-536.000-732.000-OFFICE	SUPPLIES	AMAZON CAPITAL SERVICES	DESK CALENDAR	10.21	
592-536.000-732.000-OFFICE	SUPPLIES	AMAZON CAPITAL SERVICES	CALENDARS; LENS WIPES	42.68	
592-536.000-732.000-OFFICE	SUPPLIES	AMAZON CAPITAL SERVICES	DESK CALENDARS	26.25	
592-536.000-802.000-MULTIP	Contracted Services	AMBS CALL CENTER	EMERGENCY NUMBER - JANUARY	60.00	
592-536.000-802.000-MULTIP	Contracted Services	H2O COMPLIANCE SERVICES	CROSS CONNECTION CONTROL MGMT - DECEM	877.50	
592-536.000-802.000-MULTIP	Contracted Services	MISS DIG 811	ANNUAL MEMBERSHIP FEE - 2026	1,163.06	
592-536.000-802.000-MULTIP	Contracted Services	WEST MICHIGAN DOCUMENT S	SECURE SHREDDING SERVICE @ 12/17/25 -	25.00	
592-536.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - JANUARY	69.95	
592-536.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - DECEMBER	178.91	
592-536.000-863.000	FUEL	WEX BANK-SPEEDWAY	FUEL CHARGES - DECEMBER - PUBLIC UTIL	478.35	
592-536.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	4,237.77	
592-536.000-930.000-GENMAI	MAINTENANCE	ALLIED MECHANICAL SERVIC	REPAIR FROZEN GAS METER/REGULATOR	147.12	
592-536.000-930.000-GENMAI	MAINTENANCE	OTTAWA CTY ROAD COMMISSI	ANNUAL PERMIT	100.00	
592-536.000-935.000	Truck Maintenance	AUTOZONE STORE	HEAD LIGHT	13.90	
592-536.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	TIRE REPAIR	13.50	
		Total For Dept 536.000 WATER		7,713.33	
Dept 537.000 SEWER					
592-537.000-732.000-GENSUP	SUPPLIES	ALLENDALE ACE HOME CENTE	SUPPLIES - WASTE DEPT	344.73	
592-537.000-732.000-GENSUP	SUPPLIES	FAMILY FARM & HOME INC	JOBSITE WATERPROOF SUPPLIES	9.48	
592-537.000-732.000-LABSUP	SUPPLIES	THOMAS SCIENTIFIC LOCKBO	LAB SUPPLIES	78.35	
592-537.000-732.000-LABSUP	SUPPLIES	THOMAS SCIENTIFIC LOCKBO	EPTIP - LAB SUPPLIES	133.54	
592-537.000-732.000-LABSUP	SUPPLIES	VWR SCIENTIFIC PRODUCTS	PIPET TIPS	19.75	
592-537.000-732.000-LABSUP	SUPPLIES	VWR SCIENTIFIC PRODUCTS	MEASURING CYLINDERS	152.10	
592-537.000-732.000-OFFICE	SUPPLIES	AMAZON CAPITAL SERVICES	DESK CALENDAR	10.21	
592-537.000-732.000-OFFICE	SUPPLIES	AMAZON CAPITAL SERVICES	CALENDARS; LENS WIPES	42.68	
592-537.000-732.000-OFFICE	SUPPLIES	AMAZON CAPITAL SERVICES	DESK CALENDARS	26.25	
592-537.000-732.000-TOOLSX	SUPPLIES	GRAINGER	SIEVES	289.26	
592-537.000-802.000-MULTIP	Contracted Services	AMBS CALL CENTER	EMERGENCY NUMBER - JANUARY	60.00	
592-537.000-802.000-MULTIP	Contracted Services	ENVIRONMENTAL RESOURCE A	D M R Q A	770.24	

01/06/2026 02:39 PM

User: DENISE

DB: ALLENDALE

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP

EXP CHECK RUN DATES 12/31/2025 - 01/13/2026

UNJOURNALIZED

OPEN

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 537.000 SEWER					
592-537.000-802.000-MULTIP	Contracted Services	MISS DIG 811	ANNUAL MEMBERSHIP FEE - 2026	1,163.05	
592-537.000-802.000-MULTIP	Contracted Services	PREIN & NEWHOF PC INC	MONTHLY & CONSTRUCTION SAMPLES	220.00	
592-537.000-802.000-MULTIP	Contracted Services	WEST MICHIGAN DOCUMENT S	SECURE SHREDDING SERVICE @ 12/17/25 -	25.00	
592-537.000-802.000-TELEPH	Contracted Services	ACENTEK	TELEPHONE CHARGES - JANUARY	681.76	
592-537.000-802.000-TELEPH	Contracted Services	VERIZON WIRELESS	CELL PHONE CHARGES - DECEMBER	178.92	
592-537.000-863.000	FUEL	WEX BANK-SPEEDWAY	FUEL CHARGES - DECEMBER - PUBLIC UTIL	478.34	
592-537.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JANUARY	1,307.93	
592-537.000-930.000-GENMAI	MAINTENANCE	ALLIED MECHANICAL SERVIC	REPAIR FROZEN GAS METER/REGULATOR	147.13	
592-537.000-930.000-GENMAI	MAINTENANCE	OTTAWA CTY ROAD COMMISSION	ANNUAL PERMIT	100.00	
592-537.000-930.000-WRRFMA	MAINTENANCE	HD SUPPLY INC	REPLACEMENT LBOD PROBE	1,799.28	
592-537.000-930.000-WRRFMA	MAINTENANCE	KENT RUBBER SUPPLY	TRANSLUCENT SILICONE TUBING	450.89	
592-537.000-935.000	Truck Maintenance	AUTOZONE STORE	HEAD LIGHT	13.90	
592-537.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	TIRE REPAIR	13.50	
592-537.000-971.000-PIERCE	CAPITAL OUTLAY	F&V CONSTRUCTION MGMT IN	CONSTRUCTION MGMT - APP #06 - DECEMBER	78,291.00	
Total For Dept 537.000 SEWER				86,807.29	
Total For Fund 592 Water & Sewer				102,350.54	

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User: DENISE

DB: ALLENDALE

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 12/31/2025 - 01/13/2026
UNJOURNALIZED
OPEN

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 General Fund	116,161.18	
			Fund 249 Building Depa	29,004.30	
			Fund 494 Dda Developme	71,666.46	
			Fund 592 Water & Sewer	102,350.54	
			Total For All Funds:	319,182.48	

INTERIM PAYMENTS
Board Meeting: 01/12/26

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
12/29/2025	108070	\$ 60.00	OTTAWA CTY REGISTER OF DEEDS	Record Utility Line Easement - Woodford Farm
12/29/2025	108071	\$ 1,854.27	VISION SERVICE PLAN	Health Insurance - December
1/2/2026	EFT	\$ 93,901.46	EMPLOYEES	Bi-Weekly Payroll
1/2/2026	EFT	\$ 25,258.71	FEDERAL GOV'T	Payroll IRS Tax Payment
1/2/2026	108073	\$ 3,694.61	MUTUAL OF OMAHA INSURANCE COMPANY	Insurances - January
1/2/2026	108074	\$ 46,190.98	PRIORITY HEALTH	Health Insurance - January
1/2/2026	108075	\$ 618.09	VISION SERVICE PLAN	Health Insurance - January
1/2/2026	EFT	\$ 19,645.40	POC FIRE	December Payroll
1/5/2026	EFT	\$ 4,147.99	FEDERAL GOV'T	December POC Fire - IRS Tax Payment
1/6/2026	108076	\$ 10,694.38	DTE ENERGY	Heating Fuel Usage - December

\$ 206,065.89

**ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING**

December 15, 2025

7:00 p.m.

Allendale Township Public Meeting Room

1. Call the Meeting to Order: 7:00 PM

2. Roll Call:

Present: Mark Adams, Rick Westerling, Todd Bronson, Bruce Zeinstra, Ray Nadda, and Tom Zuniga

Absent: Joe Jacquot

Staff and Guests Present: Greg Ransford

3. Communications and Correspondence: None

4. Approval of the Agenda. Motion to approve agenda with addition of 2026 Meeting Dates by minutes by Mark Adams, Seconded by Bruce Zeinstra, **Approved 6-0**

5. Motion to Approve November 17, 2025 Planning Commission minutes by Ray Nadda, Seconded by Tom Zuniga, **Approved 6-0**

6. Public Comments for *non-public hearing item*: None

7. Public Hearings: None

8. Site Plan Review: None

9. New Business:

2026 Meeting Dates - Motion to approve meeting dates as presented by Bruce Zeinstra, Seconded by Tom Zuniga, **Approved 6-0**

10. Old Business:

A. Text Amendment Discussion

- i. Town Center – Greg Ransford revisited memo to Planning Commission. Mr. Ransford stated that the township attorney put the public improvements at the end. Discussion of parking, angled, reverse angle or parallel. Talked about the safety of how reverse angle is the best of the options. Planning Commission expressed the rewording of “A bench” under public amenities. Discussion on pitched roofs, flat roofs, and angled roofs. Discussion on sidewalk width. Discussion on sign regulations, the regulations of how the sign operates, and language on the sign. The Planning Commission provided Ransford with direction to revise.
- ii. Planned Unit Developments, Preliminary Plan consensus was reached that the proposed draft is ready for public hearing.
- iii. Accessory Dwelling Units (ADUs) direction was provided to Ransford to revise and schedule for public hearing.
- iv. Pole barn setbacks in the Agricultural and Rural District - consensus was reached that the proposed draft is ready for public hearing.
- v. Tiny Homes – discussion was held regarding various provisions. The Planning Commission will continue discussion at their next meeting.
- vi. Private roads in the Agricultural and Rural District – direction was provided to Ransford to revise and contact the Fire Department about any concerns with road lengths.

11. Public Comment: None

12. Township Board Reports: None

13. Commissioner and Staff Comments:

14. Adjourn: 8:47 PM

Next meeting January 5th, 2026, at 7:00 p.m.

Minutes respectfully submitted by Zachary Fields



ALARM TYPE	MONTH	YEAR TO DATE	YEAR TO DATE	CHANGE
	December	2025	2024	2025/2024
MEDICAL EMERGENCIES				
Canceled Enroute	74	852	805	47
Squad 172 Responses	6	59	49	10
Asst. Amb.	28	422	409	13
Lift Assist	6	141	166	-25
	7	26	13	13
VEHICLE ACCIDENTS WITH INJURIES	3	53	35	18
Cancelled Enroute	0	1	0	1
PROPERTY DAMAGE ACCIDENTS	3	20	17	3
Canceled Enroute	1	6	3	3
SMOKE/ODOR INVESTIGATION	1	46	39	7
Canceled Enroute	0	1	1	0
MEDICAL ALARM	0	12	4	8
Canceled Enroute	0	5	6	-1
FIRE ALARM	10	112	127	-15
Canceled Enroute	5	58	53	5
SERVICE CALL / LOCK-IN/OUT	2	30	43	-13
MUTUAL AID/AUTOMATIC AID:				
AUTOMATIC AID GIVEN:	4	23	15	8
MUTUAL AID GIVEN:	1	33	37	-4
AUTOMATIC AID RECEIVED	3	26	28	-2
MUTUAL AID RECEIVED	0	17	15	2
BUILDING FIRES		9	13	-4
GRASS, BRUSH, WOODS	0	6	4	2
TRASH, REFUSE, DUMPSTER	0	2	3	-1
VEHICLE FIRES	3	6	10	-4
CO ALARM	1	17	24	-7
GAS LEAK / WIRE DOWN	1	42	31	11
NO DISPATCH	1	42	37	5
UNAUTHORIZED BURN	1	13	14	-1
TOTALS	130	1615	1549	66
Property Loss: (\$)	\$69,230.00	\$970,025.00	\$432,906.00	\$537,119.00
Property Saved (\$)	\$0	\$556,659	\$4,632,238	-\$4,075,579.00
Man Hours on Alarms	432.75	5,937	6,037	-100
Training Man Hours	92.25	1,278.75	1,298.50	-20
Fire School / PPS / Meeting / EQ Checks / Fire Prev / Other	129.25	4,294.00	2,104.29	2,189.71
Burning Permits Issued	52	158	184	-26
Grand Valley Alarms	13	235	195	40
Off-Campus Student Housing	10	186	204	-18
Stonebridge Senior Housing	0	18	45	-27
Green Acres	1	32	26	6
Atrium of Allendale	7	87	122	-35

Report Filters

Activity/Training Start Date Time: is between '12/1/2025' and '12/31/2025'

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
Activity/Training Event Type: Activity				
12/05/2025 19:30:00	12/06/2025 21:30:00	Friday	EQUIPMENT CHECKS #4	4
12/05/2025 17:30:00	12/05/2025 20:00:00	Friday	COOPERSVILLE CHRISTMAS PARADE	1
12/06/2025 07:00:00	12/06/2025 12:30:00	Saturday	PEER SUPPORT CLASS	3
12/11/2025 18:45:00	12/11/2025 21:00:00	Thursday	HAZMAT MONTHLY	3
12/12/2025 18:00:00	12/12/2025 20:00:00	Friday	EQUIPMENT CHECKS #1	4
12/14/2025 12:00:00	12/14/2025 16:00:00	Sunday	GVSU ACTIVE SHOOTER	4
12/12/2025 12:00:00	12/12/2025 15:00:00	Friday	PROBATIONARY FIREFIGHTER TRAINING	1
12/18/2025 16:00:00	12/18/2025 18:00:00	Thursday	PART TIME SHIFT	1
12/19/2025 18:00:00	12/19/2025 20:00:00	Friday	EQUIPMENT CHECKS #6	4
12/22/2025 06:00:00	12/22/2025 18:30:00	Monday	PART TIME SHIFT	1
12/23/2025 06:00:00	12/23/2025 18:00:00	Tuesday	PART TIME SHIFT	2
12/26/2025 06:00:00	12/26/2025 18:00:00	Friday	PART TIME SHIFT	2
12/27/2025 08:00:00	12/27/2025 10:30:00	Saturday	EQUIPMENT CHECKS #1	4
12/01/2025 16:37:55	12/31/2025 16:37:56	Monday	EMS COORDINATOR	1
12/01/2025 16:39:27	12/31/2025 16:39:28	Monday	EMS REPORT AUDIT	1
12/01/2025 16:41:10	12/31/2025 16:41:11	Monday	CAPTAIN PAY	1
12/01/2025 16:42:27	12/31/2025 16:42:28	Monday	OFFICER PAY D.C.	1
12/01/2025 16:43:59	12/31/2025 16:43:59	Monday	OFFICER PAY LT.	4
12/01/2025 16:45:46	12/31/2025 16:45:47	Monday	SERGEANT PAY	6
Activity/Training Event Type: Training				
12/01/2025 18:30:00	12/01/2025 20:45:00	Monday	SEARCH & RESCUE	8
12/01/2025 18:30:00	12/01/2025 21:00:00	Monday	MEDICAL	13
12/15/2025 18:45:00	12/15/2025 21:00:00	Monday	SEARCH & RESCUE	8

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
12/15/2025 18:45:00	12/15/2025 21:00:00	Monday	MEDICAL	11

Basic Shift Or Platoon (FD1.30)	Number of Runs
Day of Week: 01 - Sunday	16
	Total: 16
Day of Week: 02 - Monday	21
	Total: 21
Day of Week: 03 - Tuesday	23
	Total: 23
Day of Week: 04 - Wednesday	15
	Total: 15
Day of Week: 05 - Thursday	19
	Total: 19
Day of Week: 06 - Friday	22
	Total: 22
Day of Week: 07 - Saturday	14
	Total: 14
	Total: 130

Alarm Analysis by District - Average Response Time AFD

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
Basic Shift Or Platoon (FD1.30): (None)					
2025-00001486	12/01/2025 12:43:18	190, 121	Monday	170	2
2025-00001487	12/01/2025 17:27:41	171	Monday	191	7
2025-00001488	12/01/2025 19:56:33	190, 171	Monday	128	4
2025-00001489	12/01/2025 21:49:26	170, 171	Monday	170	6
2025-00001490	12/01/2025 22:41:03	171, 170	Monday	170	7
2025-00001554	12/16/2025 11:08:29	171	Tuesday	170	2
2025-00001556	12/16/2025 20:46:00	170, 171	Tuesday	170	1
2025-00001557	12/16/2025 21:55:35	195	Tuesday	180	12
2025-00001491	12/02/2025 04:55:48	170, 171	Tuesday	180	11
2025-00001492	12/02/2025 15:48:59	171	Tuesday	180	7
2025-00001493	12/02/2025 16:57:46	171	Tuesday	180	
2025-00001494	12/03/2025 00:20:35	170, 171	Wednesday	170	5
2025-00001495	12/03/2025 15:56:29	170	Wednesday	141	4
2025-00001496	12/03/2025 16:53:41	196	Wednesday	170	4
2025-00001497	12/03/2025 18:10:45	170, 171	Wednesday	170	8
2025-00001498	12/04/2025 02:21:18	171, 170	Thursday	171	9
2025-00001499	12/04/2025 12:33:59	190, 122, 161	Thursday	205	0
2025-00001500	12/04/2025 15:00:43	122	Thursday	180	
2025-00001501	12/04/2025 15:20:05	171	Thursday	190	4
2025-00001502	12/04/2025 19:18:47	175	Thursday	180	
2025-00001503	12/04/2025 22:33:11	171, 170	Thursday	170	6
2025-00001504	12/04/2025 22:39:43		Thursday	1402	
2025-00001505	12/05/2025 00:28:42	171, 175	Friday	192	9
2025-00001506	12/05/2025 02:40:56	170, 171	Friday	192	9
2025-00001507	12/05/2025 09:22:07	171	Friday	194	5
2025-00001508	12/05/2025 22:11:01	171, 170	Friday	180	11
2025-00001509	12/06/2025 08:46:39	170, 171	Saturday	128	3
2025-00001510	12/06/2025 11:29:57	190, 122, 161	Saturday	204	3
2025-00001511	12/06/2025 22:05:06	195	Saturday	180	
2025-00001512	12/06/2025 23:49:22	171, 170	Saturday	170	8
2025-	12/07/2025 01:33:18	170, 171	Sunday	170	8

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
00001513					
2025-00001514	12/07/2025 04:52:12	171, 170	Sunday	141	11
2025-00001515	12/07/2025 12:11:46	195	Sunday	170	
2025-00001516	12/07/2025 20:05:47	170, 171	Sunday	160	
2025-00001517	12/07/2025 23:44:31	171, 170	Sunday	192	8
2025-00001518	12/09/2025 01:28:17	191	Tuesday	180	
2025-00001519	12/09/2025 07:09:07	192	Tuesday	170	4
2025-00001520	12/09/2025 07:37:53	171	Tuesday	190	11
2025-00001521	12/09/2025 09:19:59	171	Tuesday	170	4
2025-00001522	12/09/2025 17:23:45	171	Tuesday	128	3
2025-00001523	12/09/2025 17:59:16	121, 195	Tuesday	100	7
2025-00001524	12/09/2025 18:42:57	121	Tuesday	191	5
2025-00001525	12/10/2025 04:20:31	170, 171	Wednesday	170	3
2025-00001526	12/10/2025 07:22:42	192, 190	Wednesday	180	5
2025-00001527	12/10/2025 11:31:54	170	Wednesday	170	3
2025-00001528	12/10/2025 15:38:16	171	Wednesday	170	4
2025-00001529	12/10/2025 23:25:16	170	Wednesday	170	8
2025-00001530	12/11/2025 03:01:06	192, 121, 141, 190, 161	Thursday	100	7
2025-00001531	12/11/2025 07:05:05	171	Thursday	164	10
2025-00001532	12/11/2025 12:13:53	190, 192, 171	Thursday	170	4
2025-00001533	12/11/2025 17:57:43	161, 122	Thursday	203	9
2025-00001534	12/11/2025 18:39:14	171, 170	Thursday	141	6
2025-00001535	12/11/2025 20:08:57	170	Thursday	180	
2025-00001536	12/12/2025 04:43:16	171, 170	Friday	164	14
2025-00001537	12/12/2025 08:44:28	171	Friday	128	4
2025-00001538	12/12/2025 11:44:50	122	Friday	170	4
2025-00001539	12/12/2025 13:04:49	171	Friday	196	3
2025-00001540	12/12/2025 14:03:59	171	Friday	142	2
2025-00001541	12/12/2025 15:33:47	171	Friday	194	5
2025-00001542	12/12/2025 19:13:12	171, 170	Friday	170	2
2025-00001543	12/12/2025 22:21:59	170	Friday	180	
2025-00001544	12/13/2025 08:45:04	170, 171	Saturday	100	13

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
2025-00001545	12/13/2025 22:46:40	170, 121, 122	Saturday	100	6
2025-00001546	12/13/2025 23:51:38	122, 170, 121	Saturday	190	5
2025-00001547	12/14/2025 02:14:11	170, 171	Sunday	140	7
2025-00001548	12/14/2025 13:48:01	171, 170	Sunday	164	9
2025-00001549	12/15/2025 12:01:58	171	Monday	170	13
2025-00001550	12/15/2025 22:35:43	171, 170	Monday	120	6
2025-00001551	12/16/2025 00:37:45	170, 121	Tuesday	170	5
2025-00001552	12/16/2025 00:42:59	171	Tuesday	141	8
2025-00001555	12/16/2025 17:11:50	190, 122, 161	Tuesday	202	12
2025-00001553	12/16/2025 06:57:07	122, 190	Tuesday	141	5
2025-00001558	12/17/2025 21:55:22	170, 171	Wednesday	164	9
2025-00001559	12/18/2025 16:52:18	171	Thursday	190	6
2025-00001560	12/18/2025 19:16:36	170	Thursday	196	
2025-00001561	12/19/2025 12:14:46	171	Friday	191	6
2025-00001562	12/19/2025 19:29:29	170, 171	Friday	164	
2025-00001563	12/20/2025 01:52:56	170, 171	Saturday	170	8
2025-00001564	12/20/2025 21:53:09	199	Saturday	197	8
2025-00001565	12/21/2025 01:59:47	170, 171	Sunday	170	8
2025-00001566	12/21/2025 10:59:05	170, 171	Sunday	100	7
2025-00001567	12/21/2025 23:17:28	190, 122	Sunday	180	
2025-00001568	12/22/2025 00:30:35	170, 171	Monday	170	8
2025-00001569	12/22/2025 02:39:46	170, 171	Monday	128	9
2025-00001570	12/22/2025 04:13:32	171, 170	Monday	164	8
2025-00001571	12/22/2025 08:54:21	122	Monday	170	2
2025-00001573	12/22/2025 23:45:45	170, 171	Monday	190	8
2025-00001574	12/23/2025 07:32:53	161	Tuesday	1806	
2025-00001575	12/23/2025 11:54:00	170, 171	Tuesday	100	7
2025-00001576	12/23/2025 12:40:41	171, 170	Tuesday	100	10
2025-00001577	12/24/2025 01:18:33	170, 171	Wednesday	197	6
2025-00001572	12/22/2025 17:02:12	171	Monday	192	4
2025-00001578	12/24/2025 20:02:40	192, 122	Wednesday	170	5
2025-	12/25/2025 09:56:36	171	Thursday	128	3

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
00001579					
2025-00001580	12/25/2025 11:03:52	171	Thursday	164	5
2025-00001581	12/25/2025 13:10:43	171	Thursday	170	5
2025-00001583	12/26/2025 01:15:46	170, 171	Friday	141	9
2025-00001584	12/26/2025 02:52:42	170, 171	Friday	141	7
2025-00001590	12/26/2025 20:37:15	191, 122	Friday	170	5
2025-00001591	12/27/2025 01:31:02	170, 171	Saturday	191	4
2025-00001592	12/27/2025 03:30:43	170, 171	Saturday	140	7
2025-00001593	12/27/2025 11:20:56	171, 170	Saturday	121	3
2025-00001594	12/27/2025 21:06:03	170, 171	Saturday	191	
2025-00001595	12/27/2025 21:16:02	171, 170	Saturday	141	5
2025-00001596	12/28/2025 00:13:04	170, 171	Sunday	191	4
2025-00001597	12/28/2025 00:36:31	122, 191	Sunday	141	5
2025-00001598	12/28/2025 02:21:34	170, 171	Sunday	170	6
2025-00001599	12/28/2025 06:13:03	170, 171	Sunday	161	4
2025-00001600	12/28/2025 12:18:07	170, 171	Sunday	192	3
2025-00001601	12/28/2025 15:20:52	170, 171	Sunday	192	7
2025-00001582	12/25/2025 17:55:53	171	Thursday	128	2
2025-00001606	12/29/2025 10:38:14	171	Monday	170	5
2025-00001602	12/29/2025 05:42:34	171, 170	Monday	191	8
2025-00001603	12/29/2025 08:48:59	171	Monday	170	4
2025-00001604	12/29/2025 09:20:08	121, 122	Monday	120	4
2025-00001610	12/30/2025 03:19:51	191, 141, 122	Tuesday	141	10
2025-00001611	12/30/2025 05:06:12	171, 170	Tuesday	100	11
2025-00001605	12/29/2025 09:36:59	171	Monday	170	2
2025-00001612	12/30/2025 05:43:49	122	Tuesday	141	4
2025-00001607	12/29/2025 15:16:56	161, 122, 141	Monday	161	4
2025-00001608	12/29/2025 15:37:56	122	Monday	141	7
2025-00001609	12/29/2025 17:23:20	171	Monday	164	6
2025-00001613	12/31/2025 05:21:29	195, 122	Wednesday	141	10
BLANK	12/26/2025 08:23:16	171	Friday	164	7
2025-00001586	12/26/2025 09:00:51	122	Friday	190	4
2025-00001587	12/26/2025 11:25:15	171	Friday	121	2

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
2025-00001588	12/26/2025 16:57:10	171	Friday	194	3
2025-00001589	12/26/2025 17:39:18	197	Friday	120	5
BLANK		122	Wednesday	141	
2025-00001615	12/31/2025 14:35:37	171	Wednesday	170	
					Avg: 6.10
					Avg: 6.10

Report Filters

Basic Incident Date - Derived (Fd1.3): is between '12/01/2025' and '12/31/2025'

Report Criteria

Agency Fdid: Is Equal To 07001

Hour of Day	Number of Runs
00:00:00 - 00:59:59	7
01:00:00 - 01:59:59	7
02:00:00 - 02:59:59	7
03:00:00 - 03:59:59	2
04:00:00 - 04:59:59	5
05:00:00 - 05:59:59	4
06:00:00 - 06:59:59	2
07:00:00 - 07:59:59	5
08:00:00 - 08:59:59	7
09:00:00 - 09:59:59	5
10:00:00 - 10:59:59	2
11:00:00 - 11:59:59	9
12:00:00 - 12:59:59	7
13:00:00 - 13:59:59	4
14:00:00 - 14:59:59	3
15:00:00 - 15:59:59	8
16:00:00 - 16:59:59	5
17:00:00 - 17:59:59	8
18:00:00 - 18:59:59	3
19:00:00 - 19:59:59	6
20:00:00 - 20:59:59	4
21:00:00 - 21:59:59	6
22:00:00 - 22:59:59	8
23:00:00 - 23:59:59	6

Total: 130

Allendale Public Utilities

January 6, 2026

Board of Trustees,

I am writing to you today to recognize Bryan Campos for passing his S-2 Water Distribution License. I would like to give you a summary of his accomplishment.

- ◆ Bryan started with the Public Utilities Department in April of 2024. Bryan came to us with licensing from the State of Wyoming. With this experience, he has been able to write his Michigan exams in an expedited manner.
- ◆ Bryan has demonstrated exceptional performance in all that he does and strives to bring the utility to next level of success.

I would like to Congratulate Bryan on his accomplishments. If you happen to see Bryan, please congratulate him also.

Thank you,



Chad Doornbos
Superintendent of Public Utilities
Allendale Charter Township

Allendale Public Utilities

January 6, 2026

Board of Trustees,

I am writing to you today to recognize Ryan Vander Ploeg for passing his S-2 Water Distribution License. Ryan started with the Public Utilities Department in January of 2018. Over the years, he transitioned from the water side to the sewer side of operations. He never gave up on his pursuit of the licenses on both sides of the house and has now obtained the licensing to be a person of responsibility on either side.

- ◆ Ryan continues to pursue excellence in all he does.
- ◆ Ryan has become a valued member of the team and has become instrumental in the success of our new treatment facility.

I would like to Congratulate Ryan on his accomplishments. If you happen to see Ryan, please congratulate him also.

Thank you,



Chad Doornbos
Superintendent of Public Utilities
Allendale Charter Township



Michigan Association of Municipal Clerks

December 22, 2025

Allendale Board of Trustees
6676 Lake Michigan Drive
Allendale, MI 49401

Dear Allendale Board of Trustees,

The Michigan Association of Municipal Clerks is an organization that promotes and educates Michigan's Clerks. Through our Michigan Professional Municipal Clerk (MiPMC) certification program, Clerks are recognized for their knowledge of the multifaceted Clerk's profession. We are pleased to announce that your Election Coordinator/Deputy Clerk, Elizabeth Szymanski, has met the program criteria and has obtained a Level Two MiPMC certification.

Elizabeth's commitment to education and desire to maintain certification clearly defines commitment to the Clerk's profession and your community. On behalf of the Michigan Association of Municipal Clerks Board of Directors, I ask that you join us in congratulating Elizabeth Szymanski for this accomplishment and well deserved recognition.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Lawitzke".

Lisa Lawitzke, MiPMC2/CMC
MAMC President



PRESS RELEASE

ALLENDALE CHARTER TOWNSHIP

616-895-6295

clerk@allendalemi.gov

6676 Lake Michigan Drive, Allendale, MI 49401

Allendale Township Clerk Announces Professional Certification Achievement

Allendale, MI – Allendale Township Clerk Jody Hansen is proud to announce that Elizabeth Szymanski, Election Coordinator/Deputy Clerk for Allendale Township, has earned a Level Two Michigan Professional Municipal Clerk (MiPMC) Certification through the Michigan Association of Municipal Clerks (MAMC).

The Michigan Association of Municipal Clerks is a professional organization dedicated to promoting excellence in local government by providing education, training, and professional development opportunities for municipal clerks across the state. The MiPMC certification program recognizes clerks who demonstrate a high level of knowledge, experience, and commitment to the multifaceted responsibilities of the Clerk's office.

Elizabeth's achievement reflects her strong commitment to serving the Allendale community, her passion for continuous learning and professional growth, and her dedication to public service. Attaining and maintaining MiPMC certification requires ongoing education and engagement, demonstrating Elizabeth's desire to remain current in election administration, records management, and municipal operations to best serve residents.

"Elizabeth's commitment to serving our community, her passion for learning, and her dedication to public service are evident in everything she does. This certification is a reflection of her professionalism and her continued investment in excellence on behalf of Allendale Township," said Clerk Jody Hansen.

Allendale Township congratulates Elizabeth Szymanski on this significant professional accomplishment and thanks her for her continued service to the community.



Phone

616.895.6295



Email

clerk@allendalemi.gov



Address

6676 Lake Michigan Drive

Allendale, MI 49401



Youth Paraprofessional Librarian

Notice of Hire- Sarah Kenny

Prepared by Lydale Weaver

On 1/6/2026

Board of Trustees,

We have reviewed internal applications for the new Youth Paraprofessional Librarian position. The interview panel, which included Abby Black, Library Director; and Lydale Weaver, Human Resources Director, has unanimously recommended Sarah Kenny for the role.

Sarah Kenny has been promoted from circulation assistant to youth paraprofessional librarian. Sarah is creative, kind and open to growth and new ideas. She has worked for the Allendale Library for over 2 years and has proven herself to be hardworking, genuine and takes initiative at every turn. Sarah will be starting an evening storytime to meet the needs of our working families in Allendale. She will be assisting Ashley Johnson, our youth librarian, in large scale event planning and expanding on our youth services.

Sarah will begin at a pay rate of \$18.50 per hour, commensurate with her level of experience. We can't wait to see what she brings to the library and our community.

Respectfully,
Abby Black
Library Director
Lydale Weaver
HR Director

Budget Amendment Request

Fund Name: <u>General Fund</u>	Requested by: <u>Mollie</u>
Department Name: <u>Board of Trustees</u>	Date: <u>1/7/2026</u>
Fund/Dept Number: <u>101-101</u>	Amendment #: <u>30</u>
	Year: <u>2025</u>

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

EXPENDITURES:

TOTAL EXPENDITURES:

TOTAL EXPENDITURES:	\$10,200.00	\$0.00	\$10,200.00
Revenue Over/(Under) Expenditures	(\$10,200.00)		(\$10,200.00)
	Expenditure Change to Department		\$0.00

Revenue change explanation

Expenditure change explanation

NOVEMBER AND DECEMBER GR PRESS AD COST WAS NOT INCLUDED IN THE BUDGETED FIGURES.

Approved/Denied?

For more information, contact the Office of the Vice President for Research and Economic Development at 515-294-6450 or research@iastate.edu.

Budget Amendment Request

Fund Name: <u>General Fund</u>	Requested by: <u>Mollie</u>
Department Name: <u>FIRE</u>	Date: <u>1/7/2026</u>
Fund/Dept Number: <u>101-336</u>	Amendment #: <u>34</u>
	Year: <u>2025</u>

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

EXPENDITURES:

GL Number:

TOTAL EXPENDITURES:

\$806,800.00

\$0.00

\$806,800.00

Revenue Over/(Under) Expenditures

(\$806,800.00)

(\$806,800.00)

Expenditure Change to Department

\$0.00

Revenue change explanation

1. **What is the primary purpose of the study?**

Expenditure change explanation

WAGES PAID IN 2026 ACCRUED BACK INTO 2025. DECEMBER UTILITIES WERE UNDER ESTIMATED.

Approved/Denied?

1. **What is the primary purpose of the study?**

Budget Amendment Request

Fund Name: <u>General Fund</u>	Requested by: <u>Mollie</u>
Department Name: <u>DDA</u>	Date: <u>1/7/2026</u>
Fund/Dept Number: <u>494-248</u>	Amendment #: <u>35</u>
	Year: <u>2025</u>

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

EXPENDITURES:

GL Number:

TOTAL EXPENDITURES:

\$225,000.00

\$0.00

\$225,000.00

Revenue Over/(Under) Expenditures

(\$225,000.00)

(\$225,000.00)

Expenditure Change to Department

\$0.00

Revenue change explanation

1. **What is the primary purpose of the study?** (e.g., to evaluate the effectiveness of a new treatment, to explore the relationship between two variables, to describe a population, etc.)

Expenditure change explanation

HOLIDAY LIGHTING FOR LAKE MICHIGAN DRIVE.

Approved/Denied?

For more information, contact the Office of the Vice President for Research and the Office of the Vice President for Student Affairs.

Budget Amendment Request

Fund Name: <u>WATER SEWER</u>	Requested by: <u>Mollie</u>
Department Name: <u>WATER</u>	Date: <u>1/7/2026</u>
Fund/Dept Number: <u>592-536</u>	Amendment #: <u>36</u>
	Year: <u>2025</u>

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

EXPENDITURES:

TOTAL EXPENDITURES:

TOTAL EXPENDITURES:	\$93,900.00	\$0.00	\$93,900.00
Revenue Over/(Under) Expenditures	(\$93,900.00)		(\$93,900.00)
	Expenditure Change to Department		\$0.00

Revenue change explanation

Expenditure change explanation

ROUNDING ON IN LIEU

Approved/Denied?

Page 10 of 10

Budget Amendment Request

Fund Name: <u>General Fund</u>	Requested by: <u>Mollie</u>
Department Name: <u>FINANCE ACCT</u>	Date: <u>1/7/2026</u>
Fund/Dept Number: <u>101-215</u>	Amendment #: <u>31</u>
	Year: <u>2025</u>

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

EXPENDITURES:

GL Number:

TOTAL EXPENDITURES:

\$222,100.00

\$253.00

\$222,353.00

Revenue Over/(Under) Expenditures

(\$222,100.00)

(\$222,353.00)

Expenditure Change to Department

\$253.00

Revenue change explanation

1. **What is the primary purpose of the study?** (e.g., to evaluate the effectiveness of a new treatment, to explore the relationship between two variables, to describe a population, etc.)

Expenditure change explanation

WAGES PAID IN 2026 ACCRUED BACK INTO 2025. NEED TO MOVE FROM ELECTIONS FUND. WAGES WERE BUDGETED IN ELECTIONS BUT EXPENSED IN CLERK FUND.

Approved/Denied?

1. **What is the primary purpose of the study?**

Budget Amendment Request

Fund Name: <u>General Fund</u>	Requested by: <u>Mollie</u>
Department Name: <u>CLERK</u>	Date: <u>1/7/2026</u>
Fund/Dept Number: <u>101-215</u>	Amendment #: <u>32</u>
	Year: <u>2025</u>

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

TOTAL EXPENDITURES:	\$152,000.00	(\$5,300.00)	\$146,700.00
Revenue Over/(Under) Expenditures	(\$152,000.00)		(\$146,700.00)
		Expenditure Change to Department	(\$5,300.00)

Revenue change explanation

Expenditure change explanation	WAGES PAID IN 2026 ACCRUED BACK INTO 2025. NEED TO MOVE FROM ELECTIONS FUND, WAGES WERE BUDGETED IN ELECTIONS BUT EXPENSED IN CLERK FUND.
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Approved/Denied? _____

Budget Amendment Request

Fund Name: General Fund	Requested by: Mollie
Department Name: ELECTIONS	Date: 1/7/2026
Fund/Dept Number: 101-262	Amendment #: 33
Year: 2025	

	Current Budget	This Amendment	Revised Budget
TOTAL REVENUES:			\$0.00

EXPENDITURES:

GL Number:

TOTAL EXPENDITURES:

\$25,000.00 (\$5,300.00) \$19,700.00

Revenue Over/(Under) Expenditures

(\$25,000.00) **(\$19,700.00)**

Revenue change explanation

1. **What is the primary purpose of the study?** (10 points)

Expenditure change explanation

WAGES PAID IN 2026 ACCRUED BACK INTO 2025. NEED TO MOVE FROM ELECTIONS FUND. WAGES WERE BUDGETED IN ELECTIONS BUT EXPENSED IN CLERK FUND.

Approved/Denied?

1. **What is the primary purpose of the study?**