

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JANUARY SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, January 8, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

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

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff's Department; Greg DeJong; Nick Lilly; Steve VanDyken; Joshua Warners; Sharon Shaffer; James Christopoulos; and Andrew Christopoulos.

Mr. Elenbaas pronounced the invocation.

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

BOT 24-001 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-002 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the December 27, 2023, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$119,156.53 and interim payments of \$121,906.17, as presented by the summary report for January 8, 2024.

The motion passed.

Items Received for Information

1. Minutes of the December 18, 2023, Planning Commission Meeting.
2. Planning Commission 2023 Annual Report
3. Planning Commission 2024 Work Program

Public Hearings

1. Proposed Amendments to the Walgreens PUD- Raymond Building

Mr. Elenbaas opened the public hearing at 6:04 p.m.

Comments were received from:

1. James Christopoulos

BOT 24-003 Mr. Elenbaas moved to close the public hearing at 6:08 p.m. The motion passed.

Public Comments- None

BOT 24-004 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-005 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-01 as amended: Amendment to the Walgreens PUD-Raymond Building; a resolution amending the PUD as shown in the site plan titled The Raymond Building as amended by removing item "I- Catering Establishments" from the requested allowable list uses for Parcel C of the Walgreens PUD, prepared by Nederveld, Inc. dated 12/05/2023, Project No. 21201161. The motion passed as shown by the following votes:

YAYS: Mr. Zeinstra; Ms. Kraker; Ms. Hansen; Ms. Schuitema; and Mr. Elenbaas (5)

NAYS: None (0)

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

BOT 24-006 Mr. Zeinstra moved to approve the Emerald Springs Tentative Preliminary Plat Approval. The motion passed.

BOT 24-007 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-02: 2024 Board Meeting Dates Corrected; a resolution correcting the Board of Trustee meeting dates for 2024; specifically amending the May 27, 2024, date and changing it to May 28, 2024. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-008 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that the Road Commission is seeking to place a proposal on the August ballot. They are seeking support on this initiative from all local jurisdictions. Mr. Elenbaas sought directive from the board on how to proceed. He also informed the board that Sam Eiler has resigned from the Library Advisory Board. Mr. Elenbaas is working with Human Resources to have the open seat posted on the township website.

BOT 24-009 Ms. Kraker moved to adjourn the meeting at 6:41 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, January 22, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: Mr. Smit; and Ms. Kraker (2)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff's Department; and Brant Mercer, Fleis & VandenBrink.

Mr. Vander Wall pronounced the invocation.

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

BOT 24-010 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-011 Ms. Schuitema moved to approve the following Consent Resolutions:

1. To approve the Minutes of the January 8, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$247,323.44 and interim payments of \$183,364.14, as presented by the summary report for January 22, 2024.
3. To approve 2024 Budget Amendment 1: a \$2,400.00 impact to the Finance/Acct budget to purchase a replacement computer for the Finance Director.

The motion passed.

Items Received for Information

1. The Planning Commission did not meet on January 1, 2024.

2. Notice of Hire: Library Director, Abby Black, at an annual salary of \$64,000.00.
3. December Sheriff's Department Monthly Report.
4. December Fire Department Monthly Report.

Public Hearings- None

Public Comments- None

BOT 24-012 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-013 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-03: Authorization for the Purchase of Real Estate; a resolution authorizing the purchase of real estate, located at 11147 60th Avenue, Allendale, Michigan, in the amount of \$1,550,000.00, and to authorize the clerk and supervisor to take all necessary action to execute the purchase. The motion passed as shown by the following votes:

YAYS: Mr. Zeinstra; Mr. Vander Wall; Ms. Hansen; Ms. Schuitema; and Mr. Elenbaas (5)

NAYS: None (0)

ABSENT: Mr. Smit; and Ms. Kraker (2)

Chad Doornbos, Public Utilities Superintendent presented Public Utility Operator job descriptions. Several board members had questions and comments. No action was taken.

Discussion Items

1. Chad Doornbos, Public Utilities Superintendent provided an overview of the following Engineering Proposals:
 - a. Watermain North Loop and Southern Connector.
 - b. Pierce Street/56th Avenue Lift Station and Surrounding Sanitary Sewer Improvements.
 - c. Sewer Master Plan Update.

Several board members had questions and comments.

Public Comments- None

BOT 24-014 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas sought directive from the board on how to proceed with rental facilities. The board provided feedback and instructed Legal Counsel to draft a resolution. Mr. Elenbaas inquired if anyone would like to attend the Michigan Township Associations conference.

BOT 24-015 Ms. Schuitema moved to adjourn the meeting at 7:23 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
FEBRUARY SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, February 12, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: Mr. Smit (1)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff's Department; Abby Black, Library Director; Chief Mike Keefe, Fire Department; Chad Doornbos, Public Utilities Superintendent; Brant Mercer, Fleis & VandenBrink; and Sarah Matwiejczyk.

Ms. Kraker pronounced the invocation.

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

BOT 24-016 Mr. Zeinstra moved to approve the agenda of today with the following correction: December Sheriff's Department Monthly Report should read January Sheriff's Department Monthly Report. The motion passed.

BOT 24-017 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the January 22, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$732,729.45 and interim payments of \$950,955.26, as presented by the summary report for February 12, 2024.

The motion passed.

Items Received for Information

1. Planning Commission January 15, 2024, Meeting Minutes.
2. January Sheriff's Department Monthly Report.
3. January Fire Department Monthly Report.
4. Notice of Hire: Public Utilities Operator, Michael Carey at a wage of \$24.50 per hour.

Public Hearings- None

Public Comments

Comments were received from:
Sarah Matwiejczyk, Jenison

BOT 24-018 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Abby Black, Library Director, introduced herself to the board and provided a brief overview of the proposed library website proposals.

Action Items

BOT 24-019 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign the website design project contract with Library Market, after corporate counsel has reviewed and deemed satisfactory, for an initial cost of \$15,000.00, and an annual maintenance cost of \$2,000.00. The motion passed.

BOT 24-020 Mr. Vander Wall moved to approve the Public Utility Operator I and II Job Descriptions as presented. The motion passed.

Ms. Schuitema left the meeting at 6:30 p.m.

BOT 24-021 Ms. Kraker moved to approve the Design Engineering Proposal from Fleis & VandenBrink for the Watermain North Loop and South Connector for a fee of \$270,000.00, and to authorize the appropriate township representatives to sign the agreement. The motion passed.

BOT 24-022 Mr. Zeinstra moved to approve the Design Engineering Proposal from Fleis & VandenBrink for the Pierce St./56th Avenue Lift Station and Surrounding Sanitary Sewer Improvements for a fee of \$300,000.00, and to authorize the appropriate township representatives to sign the agreement. The motion passed.

BOT 24-023 Mr. Vander Wall moved to approve the Design Engineering Proposal from Fleis & VandenBrink for the Sewer Master Plan Update for a fee of \$47,000.00, and to authorize the appropriate township representatives to sign the agreement. The motion passed.

BOT 24-024 Ms. Hansen moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-04: Emergency Management Resolution; a resolution providing for the mitigation, preparedness, response and recovery from natural and human made disaster within the township by being part of the Ottawa County emergency management program, appointing the Townships Emergency Management Coordinator, Director, and Liaison; defining powers, duties, and rights; and establishing an effective date. The motion passed.

BOT 24-025 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor and appropriate township representatives to sign the Memorandum of Understanding for the Emergency Response Command Vehicle between Grand Valley State University and Allendale Fire Department. The motion passed.

Discussion Items

1. Chief Mike Keefe, Fire Department, provided some department updates to the board. He highlighted several accomplishments of his team members. He indicated that the annual Fire Department year-end report will be presented to the board in an upcoming meeting. He reminded the board that the fire department has several smoke detectors available to the community at no cost. The fire department will also install them at no cost.

Several board members had questions and comments.

Public Comments- None

BOT 24-026 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board the agreement for rental facilities is being reviewed and some updates may be coming soon.

Ms. Kraker informed the board that there are several historic books in the Knowlton House Museum, and she suggested that they be relocated to the library. She also stated that she likes the new township logo.

Ms. Hansen reminded the board that early voting for Ottawa County will begin Saturday, February 17, 2024. She also stated that a website update/presentation will be coming soon.

BOT 24-027 Mr. Vander Wall moved to adjourn the meeting at 7:04 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
FEBRUARY SESSION 2nd DAY**

The Allendale Township Board of Trustees met at the Allendale Township Fire Station, located at 6660 Lake Michigan Drive, on Monday, February 26, 2024, at 6:00 p.m. and was called to order at 6:03 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: Mr. Smit (1)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff's Department; Becky Patrick; Greg Todd; Cathy Schmidt; and Jason Bolling.

Mr. Zeinstra pronounced the invocation.

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

BOT 24-028 Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 24-029 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 12, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$203,469.48 and interim payments of \$1,029,907.85, as presented by the summary report for February 26, 2024.

The motion passed.

Items Received for Information

1. Planning Commission February 5, 2024, Meeting Minutes.

Public Hearings

1. Allendale Crossings Planned Unit Development Amendment: Jiffy Lube
Mr. Elenbaas opened the public hearing at 6:10 p.m.
Comments were received from:
 1. Cathy Schmidt, Allendale

BOT 24-030 Mr. Elenbaas moved to close the public hearing at 6:11 p.m. The motion passed.

Public Comments

Comments were received from:

1. Becky Patrick, Allendale

2. Greg Todd, Nunica

BOT 24-031 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-032 Mr. Zeinstra moved to approve the Emerald Springs Final Preliminary Plat. The motion passed.

BOT 24-033 Ms. Kraker moved to approve the Parks & Recreation Bylaws as presented with the following amendments: to clarify language in Section 3A to state: "Members- The Advisory Board shall consist of five voting members who shall be residents of Allendale Township."; and Section 3B to state: "Representation- The committee shall consist of a Liaison from the Board of Trustees, the Township Facilities/Maintenance Director*, and three additional members.". The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview of Resolution 2024-xx: Allendale Crossings Planned Unit Development Amendment. He indicated that there is one more document that needs to be collected and then the resolution would have a number assigned to it and that it would be coming to the board for consideration.

Several board members had questions and comments.

Public Comments- None

BOT 24-034 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that he has been having productive conversations around affordable housing opportunities. Specifically, Samaritas Group has been investigating an affordable housing facility specific for senior living in Allendale Township.

Ms. Schuitema commended the Clerk and Deputy Clerk for all their extra work in planning the Presidential Primary election.

BOT 24-035 Mr. Vander Wall moved to adjourn the meeting at 6:50 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

**APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
MARCH SESSION 1st DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, March 11, 2024, at 6:00 p.m. and was called to order at 6:01 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: Mr. Smit; and Ms. Kraker (2)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sylvia Rhodea, Ottawa County Commissioner; David Wier, Kent County; and Prince Essuman, Ottawa County.

Ms. Schuitema pronounced the invocation.

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

BOT 24-036 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-037 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 26, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$268,243.90 and interim payments of \$178,971.40, as presented by the summary report for March 11, 2024.

The motion passed.

Items Received for Information

1. Planning Commission February 19, 2024, Meeting Minutes.
2. February Fire Department Report.
3. 2023 Year End Fire Department Report.

Public Hearings- None

Public Comments- None

BOT 24-038 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Ottawa County Commissioner, Sylvia Rhodea, provided county updates which included overviews on county bond rating, grant money for county trail that is slated to come through Allendale and the concerns of some residents, ARPA funds, and an update on the open County Administrator position.

Action Items

BOT 24-039 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-05: Streetlight Contract, Pearline Estates; a resolution authorizing for change in the standard lighting contract with Consumers Energy Company; and all necessary contracts and documents. The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview of the proposed policy for Filling Vacancy on the Board of Trustees.
2. Mr. Elenbaas requested that the board start considering Town Center Concepts.

Several board members had questions and comments.

Public Comments- None

BOT 24-040 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Hansen introduced proposed legislation from the MAMC Legislative Committee and sought feedback from board members on it.

BOT 24-041 Ms. Schuitema moved to adjourn the meeting at 7:10 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, March 25, 2024, at 6:00 p.m. and was called to order at 6:03 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Smit; Ms. Hansen; Ms. Kraker; Mr. Vander Wall; and Mr. Elenbaas. (5)

Absent at Roll Call: Mr. Zeinstra; and Ms. Schuitema (2)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Cheryl Clark, Ottawa County Treasurer; Chief Mike Keefe, Fire Department; Sgt. Cal Keuning, Sheriff Department; Megan VanNoord; and Derek Dalman.

Mr. Smit pronounced the invocation.

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

BOT 24-042 Mr. Vander Wall moved to approve the agenda of today as amended by adding the following to the Action Items: "Resolution 2024-07: Allendale Crossings Planned Unit Development Amendment, Jiffy Lube"; and Resolution 2024-08: Veterans Garden of Honor Brick Donation Program Termination". The motion passed.

BOT 24-043 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 11, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$167,590.77 and interim payments of \$127,644.44, as presented by the summary report for March 25, 2024.

The motion passed.

Items Received for Information

1. Planning Commission March 4, 2024, Meeting Minutes.
2. February Sheriff's Department Report.
3. 2023 Year End Fire Department Report.

Public Hearings- None

Public Comments

Comments were received from:

1. Derek Dalman, Zeeland

BOT 24-044 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Ottawa County Treasurer, Cheryl Clark, provided county updates which included overviews on the process of working with local units and delinquent taxes; statistics on delinquencies for this year; foreclosure processes and programs that may assist in avoiding foreclosure; statistics on 2023 foreclosures.

Chief Mike Keefe, Fire Department, provided a presentation on the 2023-year end report.

Action Items

BOT 24-045 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-06: Library Fee Schedule; a resolution updating certain library fees; and establishing an effective date. The motion passed.

BOT 24-046 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-07: Allendale Crossings Planned Unit Development Amendment- Jiffy Lube; a resolution amending the Planned Unit Development to allow for adding Minor Automotive Repair as a permitted use within the PUD; establishing certain conditions; and outlining violations. The motion passed.

BOT 24-047 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-08: Veteran's Garden of Honor Brick Donation Program Termination; a resolution terminating the Veteran's Garden of Honor Brick Donation Program; and revoking any resolutions in conflict with. The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview of the proposed policy for Filling Vacancy on the Board of Trustees. He sought feedback on how to proceed

with drafting the policy.

Several board members had questions and comments.

Public Comments

1. Sgt. Cal Keuning, Sheriff's Department
2. Chief Mike Keefe, Fire Department

BOT 24-048 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Hansen conveyed a thank you message from Deputy Clerk Elizabeth Szymanski for supporting her attendance at MAMC Institute. Ms. Hansen also thanked the board for their support in allowing herself and Ms. Szymanski the opportunity to take the courses required to apply for their Michigan Public Municipal Clerk Certification. She informed the board that both she and Ms. Szymanski have graduated and are in the process of applying for their MiPMC certifications.

Mr. Elenbaas informed the board that the open Planning and Zoning Administrative Assistant position has provided an opportunity to reevaluate job responsibilities. He will be bringing suggested reorganization opportunities for the board to consider in an upcoming meeting.

The board watched the 2023 Year End Fire Department Overview video that highlighted many of the fire department activities and team members.

BOT 24-049 Mr. Vander Wall moved to adjourn the meeting at 7:32 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
APRIL SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, April 8, 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; Ms. Hansen; Ms. Kraker; Mr. Zeinstra; Ms. Schuitema; and Mr. Elenbaas. (6)

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

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff Department; Chad Doornbos, Public Utilities Superintendent; and Rich Houtteman, Consumer's Energy.

Ms. Hansen pronounced the invocation.

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

BOT 24-050 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-051 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 25, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$233,217.57 and interim payments of \$1,533,157.12, as presented by the summary report for April 8, 2024.

The motion passed.

Items Received for Information

1. Planning Commission March 18, 2024, meeting was cancelled- No minutes.
2. Notice of Hire: Stephanie Reyes, Substitute Library Page and Circulation Assistant and an hourly wage of \$15.00 per hour.

Public Hearings- None

Public Comments- None

BOT 24-052 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Comments were received from:

1. Rich Houtteman, Consumers Energy

Action Items

- BOT 24-053 Mr. Elenbaas introduced Ordinance 2024-01: Revised and Amended Sewer Usage and Administration Ordinance for its first reading.
- BOT 24-054 Mr. Smit moved to approve and authorize the updates to the Township Hall Organizational Structure as presented. The motion passed.
- BOT 24-055 Ms. Schuitema moved to approve and authorize the proposed job descriptions with the anticipated wage ranges as presented for the Planning and Zoning Administrative Assistant; Operations Coordinator; Inspection Coordinator; Human Resources Administrative Assistant; Election Coordinator; and Community Coordinator, conditional upon wage range approval from Pontifax and to adjust wages to the minimum wage amount for any employee that is below the minimum amount of said starting wage range. The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview of the proposed policy for Filling Vacancy on the Board of Trustees. He sought feedback on how to proceed with drafting the policy.

Several board members had questions and comments.

Public Comments- None

- BOT 24-056 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Smit inquired about the status of the 60th Avenue property, plans for the old fire bay, and the building permit status for the corner of 56th Avenue and Lake Michigan Drive.

- BOT 24-057 Ms. Schuitema moved to adjourn the meeting at 7:43 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, April 22, 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; Ms. Hansen; Ms. Kraker; Mr. Vander Wall; Mr. Zeinstra; Ms. Schuitema; and Mr. Elenbaas. (7)

Absent at Roll Call: None (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff Department; Chad Doornbos, Public Utilities Superintendent; Natasha Shepard, Community Coordinator; Kelly Kuiper; Cathy Seaver; and Ken Rollenhagen.

Mr. Elenbaas pronounced the invocation.

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

BOT 24-058 Mr. Zeinstra moved to approve the agenda of today with the following amendments: to add "Cell Phone Policy" to Discussion Items; and to move "Revised Final Preliminary Plat Approval: Emerald Springs" from the last Action Item to the first Action Item. The motion passed.

BOT 24-059 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the April 8, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$166,220.59 and interim payments of \$115,308.64, as presented by the summary report for April 22, 2024.

The motion passed.

Items Received for Information

1. Planning Commission April 1, 2024, meeting was cancelled- No minutes.
2. March Financial Report
3. March Sheriff's Department Report
4. March Fire Department Report

Public Hearings- None

Public Comments- None

BOT 24-060 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Ms. Hansen provided an update on the status of the new website.

Action Items

BOT 24-061 Mr. Zeinstra moved to approve the Revised Final Preliminary Plat for Emerald Springs. The motion passed.

BOT 24-062 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-01: Revised and Amended Sewer Usage and Administration Ordinance; an ordinance that will amend Section 351-25(B)(14); changing the maximum amount of Selenium from 1.10 mg/l to 0.78 mg/l; and will repeal all ordinances in conflict. The motion passed.

Mr. Elenbaas presented the latest proposed draft of the Policy for Filling a Vacancy on the Board of Trustees. Several board members had questions and comments. No action was taken.

BOT 24-063 Ms. Kraker moved to approve the Deputy Clerk job description as presented. The motion passed.

Discussion Items

1. Mr. Elenbaas provided an overview and update of the wage study.

Several board members had questions and comments.

2. Mr. Elenbaas sought feedback on how the board would like to proceed with cell phone policy. The board directed Mr. Elenbaas to capture the following in the employee handbook: employees that are eligible for a new work cell phone are to select one of the no-cost cell phone options. If a no-cost phone option is not available that will accommodate the employee to fulfill the requirements of his or her job duties, the department head may submit a request to the Township Supervisor seeking an upgraded phone. The Township Supervisor will make the final determination to approve or deny the upgrade request.

Public Comments- None

BOT 24-064 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Smit informed the board that he attended the latest Library Advisory Board meeting. He was impressed with the team's cohesiveness and the leadership of Library Director, Abby Black.

Mr. Zeinstra and Mr. Vander Wall congratulated Tim VanBennekomp, Finance Director,

on completing another successful audit.

Mr. Elenbaas informed the board that the Ottawa County Undersheriff would like the township board to revisit the discussion on license plate readers. Specifically, if the board would like to purchase additional units. Mr. Elenbaas will bring this discussion back to a future meeting. He also informed the board that he will not be able to attend the May 13, 2024, meeting.

Ms. Hansen introduced Natasha Shepard, Community Coordinator, to the board. Ms. Hansen requested board members sign up to provide introductions of the bands for the upcoming Concerts in the Park series. She sought direction from the board on initiating a Coolers and Concerts series. Several board members provided feedback. They directed Ms. Hansen to research what would be required to allow concert attendees to bring personal coolers to the park during the township concert events.

BOT 24-065 Mr. Zeinstra moved to adjourn the meeting at 7:22 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
MAY SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, May 13, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Ms. Hansen.

Present at Roll Call: Mr. Smit; Ms. Hansen; Mr. Vander Wall; and Mr. Zeinstra. (4)

Absent at Roll Call: Ms. Kraker; Ms. Schuitema; and Mr. Elenbaas. (3)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff Department; Chad Doornbos, Public Utilities Superintendent; Natasha Shepard, Community Coordinator; Sylvia Rhodea, Ottawa County Commissioner; Cathy Seaver; and Patrick Marks.

BOT 24-066 Mr. Zeinstra moved to appoint Mr. Vander Wall to chair tonight's meeting. The motion passed.

Mr. Vander Wall pronounced the invocation.

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

BOT 24-067 Mr. Smit moved to approve the agenda of today as presented. The motion passed.

BOT 24-068 Mr. Zeinstra moved to approve the following Consent Resolutions:

1. To approve the Minutes of the April 22, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$385,083.81 and interim payments of \$1,225,254.40, as presented by the summary report for May 13, 2024.

The motion passed.

Items Received for Information

1. Planning Commission April 15, 2024, Meeting Minutes
2. Public Utilities 2023 Year in Review
3. April Fire Department Report
4. Notice of Hire: Bryan Campos, Public Utilities Operator at a rate of \$29.00 per hour.

Public Hearings- None

Public Comments

1. Patrick Marks, Allendale

BOT 24-069 Mr. Zeinstra moved to close public comment. The motion passed.

Guest Speakers

Sylvia Rhodea, Ottawa County Commissioner provided county updates including an update of interim County Administrator John Anderson; various resolutions that the county board has recently adopted. Ms. Rhodea had a meeting with Ottawa County Parks department surrounding some concerns of the trail project that were highlighted by Allendale Township Board. She presented potential solutions to those concerns and provided a tentative start date of 2026-2027 of the project. She announced Lynn Doyle has retired as Community Mental Health Director and Dr. Michael Brashears will serve as interim Community Mental Health Director.

Chad Doornbos, Public Utilities Superintendent presented the 2023 Year in Review report and a video of the new plant project.

Action Items

- BOT 24-070 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-09: Committee Appointments; a resolution appointing Brad Bartelmay to fill the partial term of Library Advisory Board. The motion passed.
- BOT 24-071 Mr. Vander Wall introduced Ordinance 2024-02: Township Park Amendment Ordinance for its first reading.
- BOT 24-072 Ms. Hansen moved to approve the Policy for Filling a Board of Trustees Vacancy as presented. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-073 Mr. Smit moved to close public comment. The motion passed.

Board Comments

Mr. Vander Wall inquired about the concerns outlined from public comment. He was assured the topics would be conveyed to Supervisor Elenbaas.


Ms. Hansen informed the board that Allendale Township will soon be providing passport service and passport photos. She reminded board members to sign up for Concert in the Park band introductions, and invited board members to attend the Veterans Day breakfast which will be held on November 11, 2024, at the town hall. She informed the board that the Allendale Chamber of Commerce plans to host a M-45/Fall Fest. Details are coming soon. Ms. Hansen informed the board that she did

not send the new website link as indicated at the last meeting because the Website Committee would like to present it to the board at an upcoming meeting.

BOT 24-074 Mr. Zeinstra moved to adjourn the meeting at 6:31 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Tuesday, May 28, 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; Ms. Hansen; Ms. Kraker; Mr. Zeinstra; and Mr. Elenbaas. (5)

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

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff Department; Natasha Shepard, Community Coordinator; Zach Fields, Operations Coordinator; Sam Sterk, Bass River Development; Todd Stuive, Exxel Engineering; Cathy Seaver; and Patrick Marks.

Ms. Kraker pronounced the invocation.

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

BOT 24-075 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-076 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the May 13, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$3,644,418.16 and interim payments of \$95,874.16, as presented by the summary report for May 28, 2024.

The motion passed.

Items Received for Information

1. Planning Commission May 6, 2024, Meeting Minutes
2. April Finance Report
3. April Sheriff's Report

Public Hearings- None

Public Comments

1. Patrick Marks, Allendale

BOT 24-077 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Zach Fields, Operations Coordinator presented an overview of the new website and logo to the board.

Several board members had questions and comments.

Action Items

- BOT 24-078 Ms. Hansen moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-02: Township Park Ordinance Amendment, an ordinance amending Chapter 300 concerning Parks and Recreation Areas; specifically Section 300-3(G)(8), which allows for people of legal age to consume alcoholic beverages in the Township Park during events sponsored by the Township and approved by the Township Board of Trustees, and specifies certain provisions; and will provide for the effective date of this ordinance. The motion passed.
- BOT 24-079 Mr. Elenbaas introduced Ordinance 2024-03: 11350 64th Avenue Rezoning: Pearline Centennial Farms Ordinance for its first reading.

Discussion Items

1. Mr. Elenbaas provided an overview of the Samaritas Affordable Senior Living project. He explained that they may seek a Consideration of Payment in Lieu of Taxes.
2. Mr. Elenbaas informed the board that Undersheriff, Eric DeBoer, will be presenting on License Plate Readers at the next board meeting.
3. Mr. Elenbaas provided some background information and an overview of the Historical Society Fund Account. He sought direction from the board on how to proceed. He also presented Resolution 2024-xx: Distribution of Historical Society Funds and a proposed License Agreement. The board indicated that they would like to execute the License Agreement and the releasing of the Historical Society Funds simultaneously.

Public Comments- None

- BOT 24-080 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas reminded board members of the Allendale Chamber of Commerce's intent to host the first annual M-45 Celebration on September 14, 2024. The celebration will include a fun run, carnival rides, beer tent, and concerts. He also introduced a proposed Park & Recreation Advisory Board position notice and sought feedback on it.

Mr. Smit reminded the board to sign up to introduce bands for the upcoming concert series.

Ms. Hansen invited the board to attend the Fire vs. Cops Game Day Softball event on July 3, 2024, at 7:00 p.m. Allendale Community Park Field 1. Food trucks will be available at the event as well.

BOT 24-081 Mr. Smit moved to adjourn the meeting at 7:27 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

**APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JUNE SESSION 1st DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, June 10, 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; Ms. Hansen; Ms. Schuitema; Mr. Vander Wall; Mr. Zeinstra; and Mr. Elenbaas. (6)

Absent at Roll Call: Ms. Kraker. (1)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Natasha Shepard, Community Coordinator; Sgt. Cal Keuning, Sheriff Department; Undersheriff Eric DeBoer, Sheriff Department; Kelly Kuiper, Eastbrook Homes; and Cathy Seaver.

Mr. Zeinstra pronounced the invocation.

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

BOT 24-082 Mr. Smit moved to approve the agenda of today as presented. The motion passed.

BOT 24-083 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the May 28, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$2,519,731.18 and interim payments of \$131,040.23, as presented by the summary report for June 10, 2024.

The motion passed.

Items Received for Information

1. Planning Commission May 20, 2024, Meeting Minutes

Public Hearings- None

Public Comments- None

BOT 24-084 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Undersheriff, Eric DeBoer, Ottawa County Sheriff's Department presented an overview of the FLOCK camera system (commonly known as license plate readers) to the board and outlined the cost if the township were interested in purchasing additional cameras.

Discussion Items

Several board members had questions and comments about the additional license plate readers and the FLOCK system.

Action Items

- BOT 24-085 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-10: Concerts in the Park- Park Regulations Waiver; a resolution authorizing the provisions set forth in Section 300-3(G)(8) of the Code of Ordinances for the 2024 Coolers & Concerts series; which allows for people of legal age to consume alcoholic beverages in the Township Park during the concerts; and establishes certain parameters including establishing a designated area and providing for appropriate law enforcement staffing at the events. The motion passed.
- BOT 24-086 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-03: 11350 64th Avenue Rezoning: Pearline Centennial Farms; an ordinance amending the Allendale Charter Township Zoning Ordinance by rezoning certain land to the R-3 Low Density Multiple Family Residential Zoning District, to provide for severability, to provide for repeal, and to provide for an effective date. The motion passed.
- BOT 24-087 Mr. Zeinstra moved to approve ~~Emerald~~ Emerald Springs Phase 1 Final Plat. The motion passed.
- BOT 24-088 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-11: Streetlight Contract, Emerald Springs; a resolution authorizing for change in the standard lighting contract with Consumers Energy Company; and all necessary contracts and documents. The motion passed.
- BOT 24-089 Mr. Elenbaas introduced Ordinance 2024-04: Zoning Ordinance Text Amendments for its first reading.

Public Comments- None

- BOT 24-090 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed board members that in the 2023 Master Plan, the Town Center concept was removed. The Planning Commission is working to implement that back into the Master Plan.

- BOT 24-091 Mr. Schuitema moved to adjourn the meeting at 7:12 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, June 24, 2024, at 6:00 p.m. and was called to order at 6:02 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Natasha Shepard, Community Coordinator; Sgt. Cal Keuning, Sheriff Department; and Kristin Doornbos.

Ms. Schuitema pronounced the invocation.

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

BOT 24-092 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-093 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 10, 2024, Board of Trustees meeting with the following amendments: to correct the spelling of Emeral Springs to Emerald Springs in action item BOT 24-087.
2. To approve the general claims in the amount of \$215,831.75 and interim payments of \$223,353.86, as presented by the summary report for June 24, 2024.

The motion passed.

Items Received for Information

1. Planning Commission June 3, 2024, Meeting Minutes
2. Fire Department May Report
3. Sheriff's Department May Report
4. May Financial Report
5. Notice of Hire: Stephanie Reyes, Circulation Assistant at a wage of \$15.20 per hour; and Leslie Swart, Human Resources Administrative Assistant at a wage of \$20.75 per hour.

Public Hearings- None

Public Comments

Comments were received from:

1. Kristin Doornbos, Allendale

BOT 24-094 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-095 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-04: Zoning Ordinance Text Amendments; an ordinance amending the following zoning ordinance text: Section 2.01 – Purpose to revise “Land Use” to “Master” to refer to the Master Plan; will amend Section 3.01D – Effect of Zoning, Unclassified Uses to revise “land use plan” to “Master Plan;” will amend Section 21.03 – Parking Lot Pavement Requirement to provide for additional exclusions from the requirement of pavement for drives and parking lots, which additional exclusions include parking areas that are low volume, infrequent, and intermittent, parking areas located in a side or rear yard that is fully screened from roads and adjacent property and limits their use and location and, parking areas within the Industrial Zoning District when used for certain equipment or activity. When excluded, those parking surfaces shall be constructed of a dustless surface, as approved by the Planning Commission; will amend Section 21.04E – Curb and Gutter Requirements, in title only; will amend Section 23.08F2ci – Removal of Topsoil, Sand, Gravel, or Other Materials by requiring a mining operator to provide evidence that the resulting soils can support future infrastructure and buildable lots; will amend Section 23.20E4 – Renewable Energies, Permitted Special Uses with Conditions, by renumbering subsections only; will add Section 23.21 – Outdoor Venues to allow for outdoor venues as a special use within the Agricultural and Rural Zoning District, the General Commercial Zoning District, and the Industrial Zoning District. The language will establish ingress and egress requirements, minimum lot area, setbacks for buildings, spectator areas, non-motorized and motorized events, use of concession stands, food trucks, pro-shops, and clubhouses, prohibition of overnight accommodations other than the owner or manager of the facility, minimums for restrooms, off-street parking, fencing, outdoor lighting, site plan requirements, conditions by the Planning Commission and, special event provisions to allow for events that exceed the general provisions for an outdoor venue and to limit special events to no more than five in any calendar year; will add Section 23.22 – Outdoor Wood Boilers to create a minimum lot area for outdoor wood boilers and prohibit them in certain areas. It will also include minimums for exhaust, regulate what can be used as fuel, and address the control of smoke; will amend Section 24.11 – Expansion of Existing Use, Structure, or Building by striking Subsection A in its entirety and provide the Planning Commission with the authority to allow for the expansion, enlargement, or increase in intensity of a nonconforming use when special circumstances exist and allow the

Planning Commission to reduce the extent of compliance with the provisions of the Zoning Ordinance where it is demonstrated that the nonconformity will be lessened even though the Ordinance provision is not fully complied with. In order to provide such a reduction, the criteria, as proposed for revision, within Subsection B, must be reviewed. As a result of the removal of Subsection A, formally the reference to Subsection B will also be removed; will amend Section 26.03 – Expansion to add a reference to nonconforming uses regulated by Section 24.11 of the Zoning Ordinance; will add to Section 32.08 – Definitions, to include Green Wood, which is any part of a tree that has not been but and seasoned at least nine months and is not gray in appearance; will add to Section 32.16 – Definitions, to include Outdoor Venues, which is generally an outdoor gathering for wedding receptions, business events, athletic fields, firearm events, motorized events or similar activity; will add to Section 32.16 – Definitions, to include Outdoor Wood Boiler, which is any equipment or device installed outdoors with the primary purpose of combustion fuel to produce heat for an interior space and; will add to Section 32.20 – Definitions, to include Special Event, which is any activity that is an excess or persons or parking or both at an Outdoor Venue, or for an activity that exceeds the parameters of the Outdoor Venue special use permit, of the Allendale Charter Township Zoning Ordinance. The motion passed.

BOT 24-096 Mr. Zeinstra moved to approve the purchase of two additional License Plate Readers at a cost of \$3,000.00 each and an annual maintenance cost of \$3,000.00 per camera. The motion failed as shown by the following votes:

YAYS: Mr. Zeinstra; Ms. Kraker; Mr. Vander Wall (3)
NAYS: Ms. Schuitema; Mr. Smit; Ms. Hansen; and Mr. Elenbaas (4)
ABSENT: None (0)

BOT 24-097 Mr. Zeinstra moved to approve the Revised Township Master Plan Review Draft and to Authorize for its Distribution. The motion passed.

BOT 24-098 Ms. Schuitema moved to approve Budget Amendment 2024-02, adding an expense total of \$1,672.50 for Historical Society Legal Fees Associated with Bylaws and 501c3 Application. The motion passed as shown by the following votes:

YEAS: Mr. Zeinstra; Ms. Hansen; Ms. Schuitema; Mr. Vander Wall; Ms. Kraker; Mr. Smit; and Mr. Elenbaas. (7)
NAYS: None (0)
ABSENT: None (0)

Discussion Items- None

Public Comments- None

BOT 24-099 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Kraker would like the board to take a tour of the Historical Society.

Mr. Zeinstra inquired about the cameras in the park and suggested we research if there is a need for additional cameras.

Ms. Hansen reminded the board of the first Coolers & Concerts performance tomorrow night featuring Sweet Justice. She thanked the board for the opportunity to attend the Michigan Association of Municipal Clerk's conference last week. She provided input into some of the election concerns that were addressed during public comment.

Mr. Vander Wall informed that board that he will be retiring from his full-time job on June 30, 2024. He looks forward to focusing on retirement. This will not impact his duties as Township Treasurer.

Mr. Elenbaas informed the board that Ms. Hansen was named the 2024 Michigan Township Clerk of the Year by the Michigan Association of Municipal Clerks (MAMC). She was nominated by colleagues and chosen for placement on the ballot by a committee. Clerks throughout the state, about 1,500, voted in the categories of City Clerk, Township Clerk, Village Clerk, and Deputy Clerk. She was chosen amongst all other Township Clerks for this award. The MAMC Clerk of the Year program is "designed to honor municipal clerks who demonstrate professional and personal qualities representing the best of the clerk profession."

Several board members had questions and offered Ms. Hansen congratulations.

BOT 24-100

Mr. Schuitema moved to adjourn the meeting at 7:17 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JULY SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, July 8, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: Mr. Smit. (1)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Natasha Shepard, Community Coordinator; Sgt. Cal Keuning, Sheriff Department; and Cathy Seaver.

Mr. Elenbaas pronounced the invocation.

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

BOT 24-101 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-102 Ms. Schuitema moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 24, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$2,759,355.43 and interim payments of \$130,148.92, as presented by the summary report for July 8, 2024.

The motion passed.

Items Received for Information

1. Planning Commission June 3, 2024, Meeting Minutes

Public Hearings- None

Public Comments

Comments were received from:

1. Cathy Seaver, Allendale

BOT 24-103 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-104 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-12: Passport Fees; a resolution establishing passport photo and passport processing fees. The motion passed.

BOT 24-105 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-13: Streetlight Contract, 40th Avenue; a resolution authorizing for change in the standard lighting contract with Consumers Energy Company; and all necessary contracts and documents. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-106 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas is working on scheduling a tour of the Historical Society.

Ms. Schuitema gave kudos for the parade and Independence Day festivities.

Mr. Zeinstra relayed a question from the Planning Commission, which inquired about pickleball court lights.

Ms. Hansen thanked the Fire Department and Sheriff Department for participating in the Game Day softball event. She thanked Natasha Shepard for all her hard work coordinating the softball event and the 4th of July activities.

BOT 24-107 Ms. Schuitema moved to adjourn the meeting at 6:20 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
JULY SESSION 2nd DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, July 22, 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; Ms. Hansen; Ms. Schuitema; Mr. Vander Wall; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas. (7)

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff Department; Angie Ecklund, Allendale Chamber of Commerce; Sylvia Rhodea, Ottawa County Commissioner; and Tricia Roslund, Allendale Chamber of Commerce.

Mr. Smit pronounced the invocation.

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

BOT 24-108 Mr. Vander Wall moved to approve the agenda of today as presented. The motion passed.

BOT 24-109 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the July 8, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$415,945.23 and interim payments of \$111,729.39, as presented by the summary report for July 22, 2024.

The motion passed.

Items Received for Information

1. Planning Commission June 17, 2024, Meeting Minutes
2. June Fire Department Report

Public Hearings- None

Public Comments- None

BOT 24-110 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Sylvia Rhodea, Ottawa County Commissioner provided county updates including notice that the ballot language for the Road Commission proposal was approved; the Ottawa County Road Commission approved a light for Allendale at the corner of 60th Avenue and Lake Michigan Drive; various committee updates; Family Justice Center; the county Art Trust; and Community Mental Health updates.

Action Items

Angie Ecklund and Tricia Roslund, Allendale Chamber of Commerce members provided an overview of the M-45 Celebration plans.

Several board members had questions and comments.

BOT 24-111 Ms. Hansen moved to approve the liquor license special event permit for the M-45 Celebration event to be held on September 14, 2024, contingent upon providing all the necessary documentation as outlined in the Permit Application. The motion passed.

Discussion Items

Mr. Elenbaas provided an overview of the Payment in Lieu of Taxes for Samaritas Senior Housing project.

Several board members had questions and comments.

Public Comments- None

BOT 24-112 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Schuitema and Mr. Vander Wall gave kudos to Natasha Shepard, Community Coordinator on the Coolers and Concerts events.

The board toured the Knowlton House Museum located in the Allendale Township Park at 7:40 p.m.

The board returned to the boardroom at 8:28 p.m.

BOT 24-113 Mr. Vander Wall moved to adjourn the meeting at 8:29 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
AUGUST SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, August 12, 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; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas. (6)

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

Staff and Guests Present: Bob Sullivan, Legal Counsel; and Sgt. Cal Keuning, Sheriff Department.

Mr. Elenbaas pronounced the invocation.

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

BOT 24-114 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-115 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the July 22, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$2,336,938.06 and interim payments of \$181,601.97, as presented by the summary report for August 12, 2024.

The motion passed.

Items Received for Information

1. Planning Commission July 1, 2024, Meeting Minutes
2. June 2024 Sheriff's Department Report
3. Ryan Vander Ploeg- Operator II Position
4. Notice of Hire: Ginny Anderson, Planning & Zoning Administrative Assistant at a wage of \$21.50 per hour.

Public Hearings- None

Public Comments- None

BOT 24-116 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

- BOT 24-117 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-14: a resolution establishing authorized signatories for the MERS Retirement Plan. The motion passed.

Discussion Items

Mr. Elenbaas provided a brief overview of the Peddling and Solicitation proposed ordinance. After discussion, the board was informed that this ordinance will come back for amendment considerations at a future meeting.

Mr. Elenbaas provided an overview of the proposed draft Park Amendment Ordinance 2024-05; an ordinance to amend Chapter 300 concerning Parks and Recreation Areas, specifically, Section 300-2(A)(B), which allows for exclusive use of the park facilities if the organized community event is planned by the township or any township affiliated organization; and allows for park hours to be amended if there is an organized community activity planned by the township or a township affiliated organization; and clarifies certain administrative liabilities; and provides for the effective date of this ordinance

Several board members had questions and comments.

Action Items

- BOT 24-118 Ms. Schuitema moved to amend the agenda to add "Ordinance 2024-05: Park Amendment Ordinance- First Reading" to Action Items. The motion passed.
- BOT 24-119 Mr. Elenbaas introduced Ordinance 2024-05: Park Amendment Ordinance for it's first reading.

Public Comments- None

- BOT 24-120 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that the Samaritas project did not obtain the requested variances from the Zoning Board of Appeals, and they have withdrawn their proposed project. He provided an update on the Joal St. Streetlight petition. He informed the board the petition that was circulated to residents failed, and the proposed streetlights will not be installed. No further action will be taken. Mr. Elenbaas provided an update on the DDA's proposed project of connecting sidewalk sections on Joal St. Mr. Elenbaas has sent the project request to the Ottawa County Road Commission and they denied the project. Mr. Elenbaas has appealed the Road Commissions decision twice. He sought direction from the board on how to proceed. The board directed Mr. Elenbaas to not seek another appeal and to take no further

action.

Mr. Smit inquired how the August Primary election went. The clerk provided a brief update, indicating everything went well and our jurisdiction has been audited by the Ottawa County Board of Canvass with no issues.

Mr. Zeinstra requested the board to consider options to rent our food truck space in the park. He also requested the board to consider how to proceed with the future of the Knowlton House and the Historical Society.

BOT 24-121 Mr. Zeinstra moved to adjourn the meeting at 7:09 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, August 26, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Brant Mercer, Flies & VandenBrink; Corey Turner, Flies & VandenBrink; Chief Mike Keefe, Fire Department; Sgt. Cal Keuning, Sheriff Department; Natasha Shepard, Community Coordinator; and Joseph McCarter.

Ms. Hansen pronounced the invocation.

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

BOT 24-122 Mr. Zeinstra moved to approve the agenda of today as amended, by moving the “Memorandum of Understanding for Foam Trailer Firefighting Equipment” to the first item under Action Items; and adding “Resolution 2024-17: GVSU Liquor License” to Action Items. The motion passed.

BOT 24-123 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the August 12, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$254,971.96 and interim payments of \$120,996.37, as presented by the summary report for August 26, 2024.

The motion passed.

Items Received for Information

1. Planning Commission July 15, 2024, meeting was cancelled.
2. July Financial Report
3. July Fire Department Report
4. July Sheriff Department Report
5. Notice of Promotion: Heath Gorney, Head Assessor at an annual salary of \$81,000.00.

Public Hearings

1. Grand Valley State University Liquor License
Mr. Elenbaas opened the public hearing at 6:08 p.m.
No Comments were received.

BOT 24-124 Mr. Elenbaas moved to close the public hearing at 6:09 p.m. The motion passed.

Public Comments

Comments were received from:

1. Joseph Parnell McCarter, Jenison Mi.

BOT 24-125 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Chad Doornbos, Public Utilities Superintendent; Brant Mercer, Fleis & VandenBrink; and Corey Turner, Fleis & VandenBrink, provided an update on the wastewater Collection Projects.

Several board members had questions and comments.

Action Items

Chief Mike Keefe, Fire Department provided an overview of the Tote Trailers and Firefighting Foam Units.

BOT 24-126 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign the Memorandum of Understanding for the Dual Tote Trailers and Firefighting Foam Units. The motion passed.

Chief Mike Keefe, Fire Department, invited the board to attend the Local Government Officials Firefighting Training Day.

BOT 24-127 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-17: a resolution recommending the approval of a liquor license for Grand Valley State University. The motion passed.

BOT 24-128 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-15: a resolution of second amended statement of purpose and necessity and authorization to commence eminent domain proceedings for Sun Knollwood, LLC. The motion passed.

BOT 24-129 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-16: Truth in Taxation; a resolution establishing a Public Hearing date of September 9, 2024, at 6:00 p.m. for the purpose of receiving testimony and discussing the levy of an additional millage rate of 0.1511 mills for the Township's

2025 fiscal year. The motion passed.

BOT 24-130 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-05: an ordinance to amend Chapter 300 concerning Parks and Recreation Areas, specifically, Section 300-2(A)(B), which allows for exclusive use of the park facilities if the organized community event is planned by the township or any township affiliated organization; and allows for park hours to be amended if there is an organized community activity planned by the township or a township affiliated organization; and clarifies certain administrative liabilities; and provides for the effective date of this ordinance. The motion passed.

BOT 24-131 Ms. Schuitema moved to approve and authorize the waiver of commercial/vendor restrictions of Section 300-7 of the Code of Ordinances and waive the vendor license requirements of Section 308-15(B) of the Code of Ordinances in the township park for the Chamber of Commerce's Fall Festival on September 14, 2024, as the event is being held in connection with the Downtown Development Authority. The motion passed.

Discussion Items- None

Public Comments

Comments were received from:

1. Sgt. Cal Keuning, Sheriff's Department

BOT 24-132 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Kraker inquired about Connor Galligan and the J.H. Campbell Generating Plant closing.

Mr. Vander Wall thanked Sgt. Cal Keuning for everything he has done for Allendale Township.

Ms. Schuitema informed the board that she is interested in the J.H. Campbell Generating Plant closing.

Mr. Smit asked what the next steps were for the downtown concept plans.

Ms. Hansen presented the board with a letter she drafted that requests the Ottawa County Sheriff's Office to reconsider the reassignment of Sgt. Keuning and instead keep his assignment in Allendale Township. She asked the board if/how they would like to proceed.

BOT 24-133 Mr. Vander Wall moved to amend the agenda and add "Letter of Support of Sgt. Cal

Keuning” to Action Items. The motion passed.

Action Items

BOT 24-134 Mr. Schuitema moved to endorse the letter of support as presented and have the Clerk submit it to the Ottawa County Sheriff’s Department for consideration. The motion passed as shown by the following votes:

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

NAYS: None (0)

ABSENT: None (0)

BOT 24-135 Mr. Smit moved to adjourn the meeting at 7:27 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
SEPTEMBER SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, September 9, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sgt. Cal Keuning, Sheriff Department; Abby Black, Library Director; Sylvia Rhodea, Ottawa County Commissioner; Tim VanBennekomp, Finance Director; and Sharon Kleinjans.

Mr. Vander Wall pronounced the invocation.

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

BOT 24-136 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-137 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the August 26, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$3,335,678.47 and interim payments of \$384,374.41, as presented by the summary report for September 9, 2024.

The motion passed.

Items Received for Information

1. Planning Commission August 5, 2024, meeting was cancelled.
2. August Fire Department Report
3. August Sheriff Department Report

Public Hearings

1. Township Operating Millage
Mr. Elenbaas opened the public hearing at 6:04 p.m.
No Comments were received.

BOT 24-138 Mr. Elenbaas moved to close the public hearing at 6:05 p.m. The motion passed.

Public Comments

Comments were received from:

1. Sharon Kleinjans, Allendale, MI.

BOT 24-139 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Sylvia Rhodea, Ottawa County Commissioner, provided county updates including: 2025 County Budget, Ottawa Sands Project, Veterans Affairs Resource Fair, Farms are the Tapas Event, open seats on various boards and commissions, Community Mental Health new director, Crockery Lake, and the search efforts for a new county administrator.

Abby Black, Library Director, provided an overview of the Library Department which highlighted several projects and programs that have been held in the past nine (9) months. She sought feedback from the board on changing an existing part time position to a full-time position and adding study pods to the library.

Several board members had questions and comments.

Action Items

BOT 24-140 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-18: Township Operating Millage, a resolution to approve the levy of an additional millage rate of 0.1511 mills, pursuant to the requirements of the Truth in Taxation Law, and to establish the 2024 Allendale Charter Township millage rate as 2.7422, and to authorize Supervisor Elenbaas and Clerk Hansen to sign the appropriate forms. The motion passed.

BOT 24-141 Ms. Kraker moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-19: a resolution amending the Grand Valley Metro Council Articles of Incorporation to add Blendon Township as a Participating Local Government Unit. The motion passed.

Discussion Items

Tim VanBennekorn, Finance Director and Mr. Elenbaas presented several proposed 2025 budgets and estimated revenues.

Mr. Elenbaas presented the plans for the upcoming lobby renovations and informed the board that work will likely begin in January 2025.

Public Comments

Comments were received from:

1. Sharon Kleinjans, Allendale, MI.

BOT 24-142 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Smit suggested inviting a Consumer's Energy representative to an upcoming board meeting to discuss the J.H. Campbell Generating Plant.

Ms. Kraker informed the board that she will be consulting with Commissioner Rhodea on what action, if any, the county is taking regarding the J.H. Campbell Generating Plant closing.

Ms. Hansen informed the board that Allendale Township has been awarded an \$18,000.00 grant to be used for elections.

On behalf of the board, Mr. Elenbaas presented Sgt. Cal Keuning with a Certificate of Recognition for his many years of dedicated service, tireless efforts, and continuous support of the residents of Allendale Charter Township.

BOT 24-143 Mr. Smit moved to adjourn the meeting at 7:50 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, September 23, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Heath Gorney, Head Assessor; Larry Haveman, Facilities Supervisor; Rich Houtteman, Consumers Energy; and Joseph Parnell McCarter.

Ms. Kraker pronounced the invocation.

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

BOT 24-144 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-145 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the September 9, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$374,080.69 and interim payments of \$96,503.46, as presented by the summary report for September 23, 2024.

The motion passed.

Items Received for Information

1. Planning Commission August 19, 2024, meeting was cancelled.
2. August Financial Report

Public Hearings- None

BOT 24-146 Mr. Vander Wall moved to amend the agenda of today by removing "Consumers Energy- Campbell Plant" from Public Comment and placing it under Guest Speaker. The motion passed.

Public Comments

Comments were received from:

1. Joseph Parnell McCarter, Georgetown Township, MI.

BOT 24-147 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Rich Houtteman, Consumers Energy, provided an overview of various energy facilities that serve 1.9 million Consumers Energy customers. He indicated that Consumers Energy also has backup facilities that were not ran at all this year and explained various factors in their strategic planning processes. He extended an invitation to the board members to visit their facilities.

Several board members had questions and comments.

Action Items

No action was taken on the "Campbell" Action Item.

BOT 24-148 Mr. Smit moved to approve Budget Amendment 2024-03; a \$7,680.00 expenditure change to the General Fund, Roads Department budget, allowing for a 5th dust control application to the dirt roads in Allendale Township. The motion passed as shown by the following votes:

YAYS: Mr. Vander Wall; Ms. Hansen; Ms. Schuitema; Mr. Smit; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas (7)
NAYS: None (0)
ABSENT: None (0)

BOT 24-149 Mr. Vander Wall moved to approve the wage adjustment for Tammy Walker, Public Utility Clerk, based on additional duties and responsibilities that were assigned in March 2024, from \$22.34 per hour to \$25.34 per hour; and to include backpay due to Ms. Walker beginning the 2nd pay period of March 2024 to current, to correct the scrivener's error. The motion passed as shown by the following votes:

YAYS: Mr. Vander Wall; Ms. Hansen; Ms. Schuitema; Mr. Smit; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas (7)
NAYS: None (0)
ABSENT: None (0)

BOT 24-150 Mr. Vander Wall moved to approve the wage adjustment for Claudia Zorn, Custodian, based on additional duties and responsibilities that were assigned in June 2024, from \$18.00 per hour to \$21.00 per hour; and to include backpay due to Ms. Zorn beginning the 1st pay period of June 2024 to current, to correct the scrivener's error. The motion passed as shown by the following votes:

YAYS: Mr. Vander Wall; Ms. Hansen; Ms. Schuitema; Mr. Smit; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas (7)
NAYS: None (0)

ABSENT: None (0)

Discussion Items

Heath Gorney, Head Assessor; Larry Haveman, Facilities Supervisor; Jody Hansen, Clerk; and Adam Elenbaas, Supervisor presented several proposed 2025 budgets.

Mr. Elenbaas presented and explained the results of the wage study that was done for Allendale Township by Pontifax.

Public Comments- None

BOT 24-151 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas presented the board with the 175th Anniversary Proclamation that was presented to Allendale Charter Township by Senator Mark Huizenga. He also informed Mr. Zeinstra that he was going to send some items to the Planning Commission for consideration.

Ms. Kraker commented that the Allendale Chamber of Commerce M-45 Celebration event was a success.

Mr. Smit indicated he is looking forward to meeting the new Community Policing Sergeant.

BOT 24-152 Ms. Hansen moved to adjourn the meeting at 9:26 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
OCTOBER SESSION 1ST DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, October 14, 2024, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: None. (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Tim Van Bennekom, Finance Director; Lydale Weaver, Human Resource Director; Leslie Swart, Human Resource Administrative Assistant; Abby Black, Library Director; Mike Keefe, Fire Department; Kyle Garlanger; Fire Department; Tony Dolce, Fire Department; Shelly Kowalczyk, Inspection Coordinator; Randy Bosch, Fire Department; Christopher Pearson, Fire Department; Joseph Flagstadf, Fire Department; Olivia Cole, Fire Department; Jon Smoes, Ottawa County Sheriff; Carol Scholten; Brad Bartelmay; Elaine Ebeling; Brent Clark; Georgena Renshaw; and Mary Saffell.

Mr. Zeinstra pronounced the invocation.

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

BOT 24-153 Mr. Smit moved to approve the agenda of today as presented. The motion passed.

BOT 24-154 Mr. Zeinstra moved to approve the following Consent Resolutions:

1. To approve the Minutes of the September 23, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$271,060.03 and interim payments of \$242,214.83, as presented by the summary report for October 14, 2024.

The motion passed.

Items Received for Information

1. Planning Commission September 7, 2024, Meeting Minutes
2. September Sheriff's Department Report
3. September Fire Department Report

Public Hearings- None

Public Comments

Comments were received from:

1. Brent Clark, Allendale Township, MI.

BOT 24-155 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Deputy Chief Randy Bosch introduced Olivia Cole and Christopher Pearson. He informed the board and guests that these two individuals have completed all the requirements and necessary training to be promoted to Fire Fighters. Clerk Jody Hansen gave Olivia Cole and Christopher Pearson the official Fire Fighter oath. A presentation of the pinning of the badges and receiving fire fighter helmets was conducted. Congratulations were given.

Sergeant Jon Smoes, Ottawa County Sheriff's Department introduced himself to the board. Sgt. Smoes will have filled the Community Police position for Allendale Township.

Board members congratulated Firefighters Cole and Pearson, and welcomed Sgt. Smoes.

Discussion Items

Lydale Weaver, Human Resource Director; Tim Van Bennekom, Finance Director; Abby Black, Library Director; and Chief Mike Keefe, Fire Department presented several proposed 2025 budgets.

Action Items

BOT 24-156 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign the 2025 and 2026 Independence Day Fireworks Agreement. The motion passed.

BOT 24-157 Ms. Schuitema moved to approve the wage the wage ranges for 2025 as presented. The motion passed.

BOT 24-158 Ms. Schuitema moved to approve an overall employee wage increase for 2025 of 4%, in addition to maintaining the performance review merit-based increase of up to 5%. The motion passed.

Public Comments

Comments were received from:

1. Brent Clark, Allendale Township, MI.
2. Lydale Weaver, Walker, MI.

BOT 24-159 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas provided an overview of the sidewalk concern on Joal Street. After discussion, the board provided a directive for Mr. Elenbaas to work with Brent Clark and apply to the Road Commission for a variance for the Joal Street sidewalk request.

Mr. Zeinstra conveyed positive feedback from the M-45 Celebration drone show and suggested the board consider a drone show in lieu of fireworks for an upcoming Independence Day display.

Mr. Vander Wall would like drone footage of the Christmas lights for the website.

Ms. Schuitema informed the board that they are working to finalize the establishment of the Parks and Recreation Committee members. She is looking forward to working with the new committee and bringing their suggestions to the board for consideration.

BOT 24-160 Mr. Vander Wall moved to adjourn the meeting at 8:55 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, October 28, 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; Ms. Hansen; Ms. Schuitema; Mr. Zeinstra; Ms. Kraker; and Mr. Elenbaas. (6)

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

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Tim Van Bennekom, Finance Director; Joseph Parnell McCarter; Mark Kidd; Karrie Fordney; Abe Fordney; Susan Agema; and David Czubek.

Ms. Schuitema pronounced the invocation.

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

BOT 24-161 Mr. Smit moved to approve the agenda of today as presented. The motion passed.

BOT 24-162 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the October 14, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$4,246,449.29 and interim payments of \$403,078.86, as presented by the summary report for October 28, 2024.

The motion passed.

Items Received for Information

1. Planning Commission September 16, 2024, Meeting Minutes
2. September Finance Report

Public Hearings

1. Zoning Map Ordinance Amendment: 5500 Lake Michigan Drive PUD
Mr. Elenbaas opened the public hearing at 6:27 p.m.
Comments were received from:
 1. David Czubak, Allendale Mi.

BOT 24-163 Mr. Elenbaas moved to close the public hearing at 6:35 p.m. The motion passed.

Public Comments

Comments were received from:

1. Joseph Parnell McCarter, Georgetown Township

BOT 24-164 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Discussion Items

Tim Van Bennekom, Finance Director; and Chad Doornbos, Public Utilities Superintendent, presented several proposed 2025 budgets.

Action Items

BOT 24-165 Mr. Zeinstra moved to schedule the Public Hearing for the 2025 Proposed Budget for November 11, 2024, at 6:00 p.m. The motion passed.

BOT 24-166 Mr. Smit moved to adopt the 2024 Master Plan as presented. The motion passed.

BOT 24-167 Mr. Elenbaas introduced Ordinance 2024-05: Zoning Tex Amendment- Section 12.06 for its first reading.

BOT 24-168 Mr. Elenbaas introduced Ordinance 2024-06: Zoning Map Ordinance Amendment- 5500 Lake Michigan Drive PUD for its first reading.

BOT 24-169 Ms. Kraker moved to approve the Parks and Recreation Bylaws as presented. The motion passed.

BOT 24-170 Ms. Schuitema moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-20: Parks and Recreation Committee Appointments, a resolution to approve the following committee appointments:

Parks and Recreation - 2 year Term

LucyAnn Tolkkinen, Term Ending 12/31/2026

Tom Zuniga, Term Ending 12/31/2026

Parks and Recreation - 1 year Term

Natasha Shepard, Term Ending 12/31/2025

Marcia Hoekstra, Term Ending 12/31/2025

Parks and Recreation – Board / Facilities Director – No Term

Kris Schuitema, Trustee

Larry Haveman, Facilities Director

The motion passed.

Public Comments- None

BOT 24-171 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board the DDA is looking into road banners.

Ms. Schuitema thanked the clerk's office for all their work with the upcoming election.

Mr. Smit inquired into the 60th Avenue township property land boundaries.

BOT 24-172 Ms. Schuitema moved to adjourn the meeting at 7:51 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
NOVEMBER SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, November 11, 2024, at 6:00 p.m. and was called to order at 6:01 p.m. by Mr. Elenbaas.

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

Absent at Roll Call: None (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Sylvia Rhodea, Ottawa County Commissioner; Todd Stuive, Exxel Engineering; and Becky Huttenga, Ottawa County Agriculture and Economic Resources Coordinator.

Ms. Hansen pronounced the invocation.

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

BOT 24-173 Ms. Schuitema moved to approve the agenda of today as presented. The motion passed.

BOT 24-174 Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the October 28, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$2,755,447.57 and interim payments of \$130,556.79, as presented by the summary report for November 11, 2024.

The motion passed.

Items Received for Information

1. Planning Commission October 21, 2024, Meeting Minutes.
2. Notice of Hire, Circulation Assistant, Katie Hoppe at a wage of \$17.00 per hour.
3. October Fire Report

Public Hearings

1. Proposed 2025 Budget
Mr. Elenbaas opened the public hearing at 6:06 p.m.
No comments were received.

BOT 24-175 Mr. Elenbaas moved to close the public hearing at 6:06 p.m. The motion passed.

Public Comments- None

BOT 24-176 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Sylvia Rhodea, Ottawa County Commissioner, provided updates on various county happenings including the ribbon cutting ceremony for Ottawa Sands, the search for a County Administrator, updates to the county Veteran Program which may include additional positions being added to that department, open positions on boards and committees, and she highlighted that November 26, 2024, is Adoption Day.

Becky Huttenga, Ottawa County Agriculture and Economic Resources Coordinator, provided a presentation on affordable housing and TIF's.

Several board members had questions and comments.

Action Items

Todd Stuive, Exxel Engineering, presented the Woodford Farms Preliminary Plat.

BOT 24-177 Mr. Smit moved to approve the Woodford Farms Tentative Preliminary Plat. The motion passed.

BOT 24-178 Mr. Vander Wall moved to approve the PA 116 Farmland Preservation Application from H. Walcott Family Farms, LLC. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-179 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Ms. Schuitema and Mr. Smit thanked the clerk's office for all their work with the General Election.

Mr. Vander Wall thanked Ms. Kraker for her years of service.

Ms. Hansen thanked Ms. Kraker for her years of service. She thanked the election teams for all their hard work, and she thanked Natasha Shepard for planning and overseeing the amazing Veterans Day's event this morning.

Mr. Elenbaas provided the following updates to the board: public utilities have been mandated by the state to inspect for lead in the pipes; an intended union drive has been initiated in our public utilities department; new board transition takes place on

November 20, 2024. There will be a swearing in ceremony on November 25, 2024, at 5:30 p.m. He thanked the township staff that assisted with the Veteran's Day event; and he thanked Ms. Kraker for her years of service and presented her with a certificate of appreciation from the Board of Trustees, and thank you cards from the township staff.

BOT 24-180 Ms. Schuitema moved to adjourn the meeting at 7:20 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
NOVEMBER SESSION 2nd 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.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
DECEMBER SESSION 1st DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, December 9, 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; Mr. Zeinstra; Mr. MacDonald; and Mr. Elenbaas. (5)

Absent at Roll Call: Ms. Hansen; and Ms. Schuitema (2)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Jack Barr, Nederveld; and Elizabeth Szymanski, Deputy Clerk.

Mr. Vander Wall pronounced the invocation.

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

BOT 24-193 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-194 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the November 25, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$185,799.52 and interim payments of \$152,528.44, as presented by the summary report for December 9, 2024.

The motion passed.

Items Received for Information

1. Planning Commission November 18, 2024, Meeting Minutes.
2. November Sheriff Report.
3. November Fire Report.

Public Hearings- None

Public Comments- None

BOT 24-195 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-196 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-08: 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.

BOT 24-197 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-36: Hidden Shores West- Waters Edge PUD; a resolution approving the development with various conditions. The motion passed.

BOT 24-198 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-37: 2025 Water System Rate Schedule; a resolution establishing the Schedule of Water Rates and Charges for 2025. The motion passed.

BOT 24-199 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-38: 2025 Sewer System Rate Schedule; a resolution establishing the Schedule of Sewer Rates and Charges for 2025. The motion passed.

BOT 24-200 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-39: AT&T Metro Act Agreement Renewal; a resolution approving the extension application for Michigan Bell Telephone, d/b/a AT&T Michigan's ("AT&T") previously approved METRO Act Unilateral permit until December 31, 2029. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-201 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that there have been some concerns with the trucks parking by Leprino Foods. Mr. Elenbaas has been having discussions with Leprino to resolve the issues. He updated the board on the mining operations on 46th Avenue.

Mr. Vander Wall would like to see aerial/drone footage on the township website of the M-45 Christmas Lights Display.

BOT 24-202 Mr. Zeinstra moved to adjourn the meeting at 6:24 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

APPROVED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
DECEMBER SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, December 9, 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; Mr. Zeinstra; Mr. MacDonald; and Mr. Elenbaas. (5)

Absent at Roll Call: Ms. Hansen; and Ms. Schuitema (2)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Jack Barr, Nederveld; and Elizabeth Szymanski, Deputy Clerk.

Mr. Vander Wall pronounced the invocation.

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

BOT 24-193 Mr. Zeinstra moved to approve the agenda of today as presented. The motion passed.

BOT 24-194 Mr. Smit moved to approve the following Consent Resolutions:

1. To approve the Minutes of the November 25, 2024, Board of Trustees meeting as presented.
2. To approve the general claims in the amount of \$185,799.52 and interim payments of \$152,528.44, as presented by the summary report for December 9, 2024.

The motion passed.

Items Received for Information

1. Planning Commission November 18, 2024, Meeting Minutes.
2. November Sheriff Report.
3. November Fire Report.

Public Hearings- None

Public Comments- None

BOT 24-195 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 24-196 Mr. Smit moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2024-08: 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.

BOT 24-197 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-36: Hidden Shores West- Waters Edge PUD; a resolution approving the development with various conditions. The motion passed.

BOT 24-198 Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-37: 2025 Water System Rate Schedule; a resolution establishing the Schedule of Water Rates and Charges for 2025. The motion passed.

BOT 24-199 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-38: 2025 Sewer System Rate Schedule; a resolution establishing the Schedule of Sewer Rates and Charges for 2025. The motion passed.

BOT 24-200 Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Resolution 2024-39: AT&T Metro Act Agreement Renewal; a resolution approving the extension application for Michigan Bell Telephone, d/b/a AT&T Michigan's ("AT&T") previously approved METRO Act Unilateral permit until December 31, 2029. The motion passed.

Discussion Items- None

Public Comments- None

BOT 24-201 Mr. Elenbaas moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the board that there have been some concerns with the trucks parking by Leprino Foods. Mr. Elenbaas has been having discussions with Leprino to resolve the issues. He updated the board on the mining operations on 46th Avenue.

Mr. Vander Wall would like to see aerial/drone footage on the township website of the M-45 Christmas Lights Display.

BOT 24-202 Mr. Zeinstra moved to adjourn the meeting at 6:24 p.m. The motion passed.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale

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 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.



Jody L. Hansen, Clerk
Of the Township of Allendale



Adam Elenbaas, Supervisor
Of the Township of Allendale