

Blendon Township
Special Board Meeting Minutes
December 27, 2018

1. **The meeting was called to order** at 9:00 am by Township Supervisor, Bill Vanden Berg.

2. **Invocation** was given by Supervisor, Bill Vanden Berg.

3. **The Pledge of Allegiance** was recited by all in attendance.

4. **Roll Call: PRESENT:** Bill Vanden Berg, Supervisor
Robin Overway, Clerk
Greg Golembiewski, Treasurer
Jim Vander Veen, Trustee
Phil DeLange, Trustee

5. **Motion to approve the agenda** was made by Jim VanderVeen, Support by Greg Golembiewski.

Motion Carried

6. **New Business:**

a) Nomination of Committee Members:

• Planning Commission:

- ✓ Supervisor Vanden Berg recommended the appointment of Dwayne Gunnink to the Planning Commission based on his years of service in Caledonia and his background as a commercial developer.
- ✓ Trustee, Jim Vander Veen, questioned the email sent by Supervisor Bill Vanden Berg, to Kurt Gernaat and Rick Lamer, asking that recommendation for the open position be sent to him before January 27, 2019.
- ✓ Trustee Phil DeLange suggested that Chairman Rick Lamer should be able to talk with and interview all nominations.
 - ❖ *Motion was made by Jim Vander Veen, supported by Greg Golembiewski, to table the nomination for the Planning Commission until the stated January 27, 2019 deadline so the gentlemen can do what was asked of them and interviews can be conducted.*

Motion Carried

• Board of Review:

- ✓ Recommendation was made by Supervisor Bill Vanden Berg and supported by Greg Golembiewski for the re-appointing of Stan Taylor to the Board of Review for another term beginning on 01/01/2019, and concluding on 12/31/2020.

Recommendation Approved

- ✓ Recommendation was made by Supervisor Bill Vanden Berg and supported by Phil DeLange for the re-appointing of Bruce Costen to the Board of Review for another term beginning on 01/01/2019, and concluding on 12/31/2020.

Recommendation Approved

- ✓ Recommendation was made by Supervisor Bill Vanden Berg and supported by Phil DeLange for the re-appointing of Jeff DeWind to the Board of Review for another term beginning on 01/01/2019, and concluding on 12/31/2020.

Recommendation Approved

- ✓ Recommendation was made by Supervisor Bill Vanden Berg and supported by Greg Golembiewski for appointment of Paul Blauwkamp to the Board of Review, as the Alternate, beginning on 01/01/2019, and concluding on 12/31/2020.

Recommendation Approved

- Zoning Board of Appeals:

- ✓ Supervisor Vanden Berg recommended the appointment of Brett Huizenga to the ZBA.
- ✓ Discussion was had on who was retiring from for Board.
- ✓ Suggestion made to contact Mark Dykstra to see if he is retiring or continuing on the ZBA.
- ✓ Treasurer Greg Golembiewski, stated that he would like Mr. Huizenga to be considered for the Planning Commission based on his longevity in the township, business practices and relationships.
 - ❖ *Motion was made by Jim Vander Veen, supported by Phil DeLange, to table the appointment to the Zoning Board of Appeals until it can be determined which board member will be retiring on 03/31/2019.*

Motion Carried

- Compensation Committee: (5 year term)

- ✓ Ginger Meurer retiring from the committee
- ✓ Urgency in finding a nominee stated due to the 12-31-2018 deadline.
- ✓ No new nominees at this time.
- ✓ Trustee Phil DeLange made the suggestion of the following people for consideration: Mark Leathead, Doug Buikema, and Lee Padding. Recommended contacting to seek if there is any interest.
 - ❖ *Motion made by Phil DeLange, supported by Jim Vander Veen to table the appointment to the Compensation Committee until we have a nominee.*

Motion Carried

b) Resolution recognizing John Green for his years of service.

- *Motion was made by Bill Vanden Berg, supported by Greg Golembiewski to approve Resolution 2018-12.3 to honor John Green for his years of service to Blendon Township.*

Yes: Phil DeLange, Jim Vander Veen, Robin Overway,
Greg Golembiewski, Bill Vanden Berg

No: none

c) Holiday Pay:

- Board was presented with a question of which jobs should receive holiday pay.
- Discussion was had by the board comparing the jobs being done and what the employee manual states.

✓ Deputy Positions: no set hours or days

✓ Administrative Assistants: Set hours and days dictated by the hours that the office is open.

❖ Current employee manual states that if the holiday falls on the normal 'scheduled' work day of the employee then the employee will receive full holiday pay for that day.

❖ If the holiday falls on Sunday then office is closed on Monday.

❖ If the holiday falls on Saturday then the office has normal business hours the week before and after.

❖ If the decision is made to close the day before a holiday, Administrative Staff will receive 4 hours of pay for that day and the option to make the remaining 4 hours up another time throughout the week.

➤ *No action was taken by the Board; Holiday Pay will remain as stated in the Employee Manual.*

7. Adjournment:

With no other business the meeting was adjourned at 9:50 am.

Recorded by Tina Vander Schuur
Submitted by Robin Overway, Township Clerk