

Blendon Township
Board Meeting Minutes
August 19, 2019

1. **The meeting was called to order** at 7:00 pm by Township Supervisor, Bill Vanden Berg.
2. **Invocation** was given by Treasurer, Greg Golembiewski.
3. **The Pledge of Allegiance** was recited by attendees.
4. **Roll Call:** PRESENT: Bill Vanden Berg, Supervisor
Robin Overway, Clerk
Greg Golembiewski, Treasurer
ABSENT: Jim Vander Veen, Trustee
Phil DeLange, Trustee
ATTENDING: Kurt Gernaat, Fire Chief
5. ***Motion to approve the agenda*** was made by Greg Golembiewski, support by Robin Overway.

Motion Carried
6. ***Motion to approve the July 15, 2019 meeting minutes*** was made by Robin Overway, support by Greg Golembiewski.

Motion Carried
7. ***Motion to approve the invoices*** dated July 16, 2019 through August 19, 2019, was made by Robin Overway, support by Greg Golembiewski.

Motion Carried
8. **Treasurer's Report submitted by Greg Golembiewski**
 - As submitted.
 - Tyler Street Road Payments
 - Only 14% of summer taxes have been paid to date
 - Attended the Ottawa County Treasurers Meeting
 - Annual Audit Exit Interview Scheduled
9. **Clerk's Report submitted by Robin Overway.**
 - As submitted.
 - Highlighted the items on the submitted report.
10. **Supervisor's Report submitted by Bill Vanden Berg.**
 - As submitted
 - Highlighted the items on the submitted report.
11. **Opportunity for Public Comment that is not listed on the Agenda:**
 - Jerry Hammond, of 6061 Port Sheldon St, addressed the Board on the following items:

- Would like the township to put pressure on the Ottawa County Road Commission to put posted speed limit signs on Port Sheldon St.

12. Monthly Reports:

a. Fire Department Activity Report:

- As Submitted
- Highlighted the Beaverdam Community Night and upcoming Hero's 5k in November.

b. Police Activity Report:

- As Submitted

c. Assessor Report:

- None Submitted

d. Cemetery Sexton Report:

- None Submitted

e. Building Permit Report:

- As Submitted

f. Building and Grounds Report:

- As Submitted

g. Zoning Administration Report:

- None Submitted

h. Planning Commission Minutes:

- As Submitted
- Fire Chief Gernaat highlighted the following items:
 - Rezone request tabled
 - Zoning Text Amendment
 - Sand-mining fee structure
 - Rust n Dust Event License

i. ZBA Minutes:

- None submitted

13. Ongoing Business:

a. Township Manager Position

- Special Board Meeting to be held September 3 at 9:00 am for the purpose of working on the Township Manager job description.

14. New Business:

a. Zoning Board of Appeals:

- Supervisor Vanden Berg recommended the renewal of Mark Dykstra to the ZBA for a term of 3 years, ending 3/31/2022.

- **Motion to approve the recommendation for the renewal of Mark Dykstra to the ZBA for the next 3 years** was made by Robin Overway, support by Greg Golembiewski.

- **Roll Call:**

Yay: Vanden Berg, Overway, Golembiewski
 Nay: None
 Absent: Vander Veen, DeLange

Motion Carried

- Supervisor Vanden Berg recommended the appointment of Dave Hovingh to the ZBA for the purpose of finishing out the term of Dave Bengston, who sent in his letter of resignation, through 3/31/2020.

- **Motion to approve the recommendation for the appointment of Dave Hovingh to the ZBA for the remainder of Dave Bengstons term through 3/31/2020** was made by Robin Overway, support by Greg Golembiewski.

- **Roll Call:**

Yay: Vanden Berg, Overway, Golembiewski
 Nay: None
 Absent: Vander Veen, DeLange

Motion Carried

- Supervisor Vanden Berg recommended the appointment of Joel Hoving to the ZBA, as an alternate, for a term of 3 years ending in 3/31/2022.

- **Motion to approve the recommendation for the renewal of Joel Hoving to the ZBA, as an alternate, for the next 3 years** was made by Robin Overway, support by Greg Golembiewski.

- **Roll Call:**

Yay: Vanden Berg, Overway, Golembiewski
 Nay: None
 Absent: Vander Veen, DeLange

Motion Carried

b. **New Fire Fighter:**

- Fire Department Officer staff met with and interviewed applicant, Nate Beyer.
- Officer staff unanimously recommended the appointment of the applicant to the fire department.
- Chief Gernaat ask the Board to approve the hiring of the new fire fighter.
- **Motion to approve the hiring of Nate Beyer, pending the approval of the Emergency Services Board,** was made by Greg Golembiewski, support by Robin Overway.

Motion Carried

c. **Zoning Text Amendment Request:**

- Koetje Builders - Condos
- Fire Chief Gernaat explained the request and the changes.
- This is for board information and feedback only, no motion to be made.
- Planning Commission and Township Planner still working on the details.
- Current Ordinance forces every unit to be its own parcel.
- Compared to the set-up of Southerland Springs which was built before the current zoning ordinances were in place.

- Discussion was had by the Board
- Fire Chief Gernaat encouraged the Board to attend the upcoming Planning Commission Meeting in order to become more informed and familiar with the proposed changes.

d. **Security Grant:**

- Fire Chief Gernaat highlighted
- Applied for a grant for the installation of security cameras in the office
- Grant was awarded for 50% of the cost
- Fire Chief Gernaat asked the board for the approval to spend \$1600.00 for the other 50% of the cost of the security cameras
- The \$1600 will come off from the \$5000 already budgeted for the new security wall.
- Apply for another grant in the fall to help with the funding on the security wall.
- ***Motion to approve the spending of \$1600 towards the cost of the security cameras was made by Robin Overway, support by Greg Golembiewski.***

Motion Carried

e. **Forestry Plan:**

- Fire Chief Gernaat took a complaint from a resident concerning all of the dead and falling down trees that are in the woods by the cemetery.
- Asked for the Board's direction on what should be done in relationship to the township's existing forestry plan.
- After discussion the Board decided to have Fire Chief Gernaat get quotes from tree harvesting companies.
- Board will make a decision once the quotes have been collected.

f. **Township Manager Ordinance:**

- Township Attorney, Jim Scales, provided a letter of direction and an ordinance for the proposed Township Manager Position.
- The board decided to refrain from discussion on the topic until the Special Board Meeting on September 3.
- Treasurer Golembiewski encouraged the Board to come to the meeting prepared with all of the documents read. Make notes, additions, deletions etc. Do not come to the meeting having not read or done any work beforehand.

g. **Public Participation Resolution:**

- There is a resolution in place since 2002 concerning the procedures for public comment at open meetings.
- The board spent time discussing the details of the existing resolution, noting that they need to try and follow the procedures in the resolution at meetings; specifically limiting comments to the allotted 3 minutes.

15. Information / Correspondence:

- a. Email – Charlotte Meier: Home Safety Hub
- b. Email – Ottawa County: All-way stop at 56th Ave and Bauer Rd.

16. Public Comments on Items on the Agenda:

- None

17. Upcoming Events:

- a. Special Board Meeting: September 3, 2019 @ 9:00 am
- b. Planning Commission Meeting: September 3, 2019
- c. Township Board Meeting: September 16, 2019

18. Adjournment:

- a. With no other business to be brought before the Board, the meeting was adjourned at 7:55 pm.

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

DRAFT