

Blendon Township
Board Meeting Minutes
January 20, 2020

1. **The meeting was called to order** at 7:00 pm by Township Clerk, Robin Overway
 - a. ***Motion to appoint Treasurer, Greg Golembiewski, as the moderator of tonight's meeting due to the absence of Supervisor, Bill Vanden Berg*** was made by Stan Taylor, support by Robin Overway.

Roll Call: Yay: Robin Overway, Stan Taylor, Greg Golembiewski
Nay:
 - b. Treasurer, Greg Golembiewski, notified the attending public that Supervisor Bill Vanden Berg had passed away on January 19. A moment of silence was observed.
2. **Invocation** was given by Clerk, Robin Overway
3. **The Pledge of Allegiance** was recited by attendees.
4. **Roll Call:** PRESENT: Robin Overway, Clerk
Greg Golembiewski, Treasurer
Stan Taylor, Trustee
ABSENT: Paul Blauwkamp, Trustee (absent with notice)
Bill Vanden Berg, Supervisor (passed away 01.19.2020)
ATTENDING: Kurt Gernaat, Fire Chief
5. ***Motion to approve the agenda with the following additions was made by Stan Taylor, support by Robin Overway:***
 - o ***Under 13. New Business:***
 - a) Resolution 2020-01.01: Budget Line Item Reconciliation
 - b) Resolution 2020-01.02: Chief Administrating Officer for the 2020-21 budget.
 - c) Resolution 2020-01.03: Commitment and Service Resolution for William Vanden Berg
 - d) Supervisor Vacancy Discussion

Motion Carried 3-0
6. ***Motion to approve the December 16, 2019 meeting minutes was made by Robin Overway, support by Stan Taylor.***

Motion Carried 3-0
7. ***Motion to approve the invoices dated December 17, 2019 through January 20, 2020, was made by Stan Taylor, support by Robin Overway.***

Motion Carried 3-0
8. **Public Comment for items not on the agenda:**
 - o None

9. Treasurer's Report:

- As Submitted
- Treasurer Golembiewski highlighted the following items:
 - Rates
 - Farmland Preservation
 - Parks

10. Clerk's Report:

- As Submitted
- Clerk Overway highlighted the following items:
 - Absentee Ballots being sent out 01.21.2020
 - Election committee to meet
 - Candidate Packets to run for the Blendon Township Board are now available in the clerk's office and need to be returned to the clerk by 04.21.2020 at 4:00pm.

11. Supervisor's Report:

- None Submitted
 - Treasurer Golembiewski thanked Bernadette Schafer for her assistance in the Supervisor's office due to Bill's absence and passing.

12. Monthly Reports:

- a. Fire Department Activity Report
 - As Submitted
 - Chief Gernaat highlighted the following items:
 - The month of December had a very high run volume.
 - 2019 brought 315 total calls for the fire department. This is an all-time high.
 - Increase in calls attributed to increase in number of residents and the increasing age of residents.
- 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. Preliminary Planning Commission Minutes
 - As Submitted
 - Fire Chief Kurt Gernaat Highlighted
- h. ZBA Minutes
 - None Submitted

13. New Business:

a. **Resolution 2020-01.01: Budget Line Item Adjustment:**

- ***Motion to approve Resolution 2020-01.01 was made by Stan Taylor, support by Robin Overway.***

Roll Call: Yay: Robin Overway, Stan Taylor, Greg Golembiewski

Nay:

Motion Carried 3-0

b. **Resolution 2020-01.02: Chief Administrating Officer for the Sole Purpose of the 2020-21 Budget:**

- Per township attorney, Jim Scales, this Resolution is needed in order to be in compliance with the Uniform Budgeting and Accounting Act.
- The resolution pertains to the 'budget arm' only and is due to the absence of a Supervisor at this time.
- Discussion was had on the verbiage used in the resolution.
 - Trustee Taylor reiterated that the resolution, as it reads, was sent directly from attorney Jim Scales and it is ill-advised to change the verbiage.
- Resolution in effect until the 2020-21 Budget is approved and adopted by the township board.
- ***Motion to approve Resolution 2020-01.02 was made by Stan Taylor, support by Robin Overway.***

Roll Call: Yay: Robin Overway, Stan Taylor, Greg Golembiewski

Nay:

Motion Carried 3-0

c. **Resolution 2020-01.03: Commitment and Service of William Vanden Berg:**

- Fire Chief, Kurt Gernaat prepared and read the resolution
- ***Motion to approve Resolution 2020-01.03 was made by Robin Overway, support by Stan Taylor.***

Roll Call: Yay: Robin Overway, Stan Taylor, Greg Golembiewski

Nay:

Motion Carried 3-0

- Bernadette Schafer graciously agreed to deliver the resolution to Mary Vanden Berg prior to the funeral services for Bill.

d. **Township Supervisor Vacancy Discussion:**

- Township Board has 45 days to appoint a supervisor to complete the remainder of Bill Vanden Berg's term.
- Discussion was had on the best way to let the residents know that the Board is accepting information of residents interested in filling the position.
 - Notification of the Township Website
 - Word of Mouth
 - Ms. Schafer stated that she sent out an email to many residents and has a list of people that are interested that she will submit to the Board.
- As information is received, it will be immediately sent out to the Board, so they have time to review the information and contact any of the candidates with further questions, as they see fit.

14. Old Business:

a. 60-Day Progress Update:

- Update was given by Kurt Gernaat
- The following items are currently taken or have taken place in the last 60 days signifying positive change in the workplace environment:
 - Interoffice Staff Meeting
 - Staff and Board Christmas Potluck Luncheon
 - Communication among staff is now more intentional
 - Discussion is being had on areas where our processes are weak and how we can improve that.
 - Consciously making sure we do not have an 'us versus them' mentality.
 - Clearly define job responsibilities
 - Looking at current procedures and define ways we can make changes to improve the office efficiency.

b. Board of Review Vacancies:

- Trustee Stan Taylor highlighted a letter that was submitted by an interested resident for the available alternate position.
- Fire Chief Gernaat stated that he became aware at the Planning Commission meeting that late Supervisor Bill Vanden Berg had spoke with another potential candidate.
- A Planning Commissioner supplied Fire Chief Gernaat with the names of two additional candidates that may be interested.
 - Trustee Taylor will reach out to all candidates before the February Board meeting in order for recommendations to be made and approved at the meeting.
- Township Assessor, Josh Morgan, stated that he would prefer candidates that have some experience in real estate, finance or appraising.

c. Road Paving Estimates and Updates:

- Treasurer Greg Golembiewski gave the updates of the information received since the last meeting:
 - New Holland: 64th Ave to 72nd Ave
 - Total Estimated Cost: \$990,000
 - ✓ Zeeland agreed to pay 50%
 - ✓ Trustee Blauwkamp to have continuing conversations Zeeland Supervisor Nykamp.
 - 64th Ave: Tyler to Port Sheldon
 - Total Estimated Cost: \$1,150,000
 - ✓ Trustee Blauwkamp to follow up with 'Trish' concerning potential bonding
- Updates and answers at the February Board Meeting

d. Board of Review Pay Rate:

- Due to the absence of Trustee Paul Blauwkamp this issue will be discussed at the February Board Meeting

e. **Trustee Memorial Garden:**

- No Update

f. **Future Park:**

- Treasurer Golembiewski and Fire Chief Gernaat met with the financial donor.
- Donor stated that they are not 'locked into' the donated monies being used for a park.
- Donor open to the funds being used towards any project promoting recreation, health and well-being for Blendon residents.
- Recommendation was made that a meeting be set up for the Parks Committee to sit down with the donor and brainstorm potential uses for the donated monies.

15. Information / Correspondence:

- a. Email Correspondence from the Ottawa County Road Commission:
 - A stop sign will be placed at the Baldwin -80th Ave intersection
- b. Ottawa County Water Resources Commissioner
 - Van Putten Drain Maintenance

16. Public Comments for items that were on the agenda:

- a. 3 people spoke:
 - Bernadette Schafer:
 - Concerning Board of Review pay research:
 - Suggested using Jamestown and Robinson Township instead of Zeeland Township.
 - Robinson Township is similar in size and more comparable.
 - Zeeland is more than twice the size of Blendon.
 - Concerning the paving of New Holland St and 64th Ave:
 - Wanted to clarify that the street residents, not the township, will be paying for the paving through bonding.
 - Jerry Stevens: 4521 Majestic Vue, Zeeland
 - Addressed the board concerning the paving of New Holland St.
 - Ginger Meurer:
 - Addressed the board concerning the paving of 64th Ave

17. Upcoming Events:

- a. Planning Commission Meeting – **February 4, 2020 @ 7:00 pm**
- b. Township Board Meeting – **February 17, 2020 @ 7:00 pm**

18. Adjournment:

- a. With no other business to be brought before the Board, a motion to adjourn at 8:16 pm was made by Robin Overway, support by Stan Taylor.

Motion Carried 3-0

Recorded via audio recording by Tina Vander Schuur
Submitted by Robin Overway, Township Clerk