

Blendon Township
Board Meeting Minutes
June 15, 2020

1. **The meeting was called to order** at 7:00 pm by Supervisor, Kevin Peters
2. **Invocation** was given by Supervisor, Kevin Peters
3. **The Pledge of Allegiance** was recited by attendees.
4. **Roll Call: PRESENT:**
 - Kevin Peters, Supervisor
 - Robin Overway, Clerk
 - Greg Golembiewski, Treasurer
 - Stan Taylor, Trustee
 - Paul Blauwkamp, Trustee

ATTENDING: Kurt Gernaat, Fire Chief

5. ***Motion to approve the agenda*** was made by Paul Blauwkamp, support by Stan Taylor with the following amendments:
 - *Add under new business:*
 - i) Opening the Office
 - j) Koetje Sidewalk
 - k) Baldwin – 66th St.
 - 16. Correspondence for Informational Purposes
 - Ottawa County – Absentee Ballot Applications
 - *Delete under new business:*
 - d) Cemetery Site Buy Back – Marshall Elzinga

Motion Carried 5-0
6. ***Motion to approve the May 18, 2020 meeting minutes*** was made by Greg Golembiewski, support by Robin Overway.

Motion Carried 5-0
7. ***Motion to approve the invoices dated May 19, 2019 through June 15, 2020,*** was made by Paul Blauwkamp, support by Robin Overway.

Motion Carried 5-0
8. **Public Comment for items not on the agenda:**
 - None
9. **Treasurer's Report:**
 - As Submitted
10. **Clerk's Report:**
 - As Submitted

11. Supervisor's Report:

- Verbal
 - Handled calls on Engine breaking, Koetje Burning
 - Worked with Kurt on Planning Commission and Board Virtual Meeting
 - Monitoring of continual Executive Orders from the Governor
 - Participated in the Ottawa County Emergency Briefing

12. Monthly Reports:

- a. Fire Department Activity Report
 - As Submitted
 - Fire Chief Gernaat spent time detailing the many tasks and meetings that he handled and participated in since the last board meeting.
- 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
 - Verbal
 - Fire Chief Gernaat spent time detailing the many tasks and meetings that he handled and participated in since the last board meeting.
- g. Preliminary Planning Commission Minutes
 - As Submitted (May 19 and June 2)
 - Trustee Paul Blauwkamp highlighted the minutes
- h. ZBA Minutes
 - None Submitted
- i. Emergency Service Minutes
 - None Submitted

13. New Business:

a. **Budget Line Item Reconciliation:**

- Resolution 2020-06.1
- ***Motion to approve Resolution 2020-06.1 was made by Paul Blauwkamp, support by Kevin Peters.***

Roll Call: Aye: Peters, Overway, Golembiewski, Taylor, Blauwkamp
Nay:

Motion Carried 5-0

b. **Budget Amendment:**

- Resolution 2020-06.2
- ***Motion to approve Resolution 2020-06.2 was made by Stan Taylor, support by Kevin Peters.***

Roll Call: Aye: Peters, Overway, Golembiewski, Taylor, Blauwkamp
Nay:

Motion Carried 5-0

c. **Planning Commission Annual Report for:**

- 2019-2020 Fiscal Year
- Prepared and submitted by Planning Commission Secretary, Jason Vander Kodde

d. **Cemetery Site Buy Back Approval:**

- ~~Marshall Elzinga~~
- Removed during approval of the agenda

e. **Interment Discussion:**

- Supervisor Peters presented the details to the Board
 - Contacted by the MI State Police
 - 1967 Cold Case
 - Have new evidence and part of the remains are buried at the Blendon Cemetery.
 - Body to be exhumed
 - DNA to be collected for identification purposes.
 - Being handled through Vander Laan Funeral Home.
- ***Motion to approve the exhumation of the unidentified remains, from the Blendon Cemetery, by the MI State Police and Vander Laan Funeral Home was made by Stan Taylor, support by Paul Blauwkamp.***

Motion Carried 5-0

f. **Employee Wages:**

- Head of Human Resources, Kurt Gernaat, petitioned the Board to approve Cost of Living wage increases for the staff; including the administrative assistants, firefighters, cemetery sexton, cemetery maintenance and the grounds crew.
- The Board asked for verification of the percent of increase that was approved in the 2020-21 budget.
- ***Motion to table the discussion of employee wage increases until the next meeting when the budgeted percent of increase can be determined was made by Greg Golembiewski, support by Stan Taylor.***

Motion Carried 5-0

g. **Supervisor Compensation Adjustment:**

- Supervisor Peters discussed the list of statutory duties of a Township Supervisor.
- Trustee, Stan Taylor, asked Supervisor Peters if he would obtain clarification from legal council on the process of adjusting the salary of the supervisor if that person is working in a reduced roll.

h. **Forestry Plan:**

- Fire Chief, Kurt Gernaat, presented the Board with information concerning the cutting trees in the woods to the south of the cemetery.
 - Spoke with Brett Kuipers of Michigan Forestry Co.
 - Will not be 'clear cutting' the woods
 - Selective cutting will be done
 - ✓ Trees to close together
 - ✓ Dead
 - ✓ Diseased

- Trustee Blauwkamp questioned in the Michigan Forestry Co. would also be responsible for the clean-up following the cutting.
- Chief Gernaat will contact Brett Kuipers and ask him to attend the July 20 board meeting to present the cutting-cleanup plan.

i. **Opening the Office:**

- The Board spent time discussing the parameters that needed to be in place in order for the Township Offices to reopen to the public.
- ***Motion to reopen the Township Office with the following parameters are in place was made by Paul Blauwkamp, support by Greg Golembiewski:***
 - *Wearing of face masks (optional)*
 - *Face masks provided by the door.*
 - *Hand sanitizer available by the door for the public*
 - *Install a sneeze guard between administrative staff and the public*
 - *Place tape markings on the floor showing appropriate social distancing guidelines.*
 - *Post a sign on the door outlining the above stated parameters*
 - *Have a written Covid-19 plan.*

Motion Carried 4-1
(Peters voting no)

j. **Koetje Sidewalk:**

- As part of the approval of the preliminary site plan for the Blendon Meadows Condominium Complex, it was stated that the developer would need to install a sidewalk the length the property frontage on Port Sheldon St.
 - The developer proposed making a one-time payment to the Township in lieu of installing the sidewalk
 - The Planning Commission would like the sidewalk installed in lieu of payment and asked the Board for guidance on where they would like the actual sidewalk installed:
 - Across the front of the parcel where the condominium complex will be located?
 - ✓ This will cause there to be a section with no sidewalk, a section of sidewalk, then another section of no sidewalk.
 - Running from the South Blendon Vista Apartment Complex (owned by the same developer) to the east, toward the gas station?
 - ✓ The amount of sidewalk installed would be foot for foot as it would be if it were to be placed on the Blendon Meadows parcel.
- ***Motion to approve the installation of the required sidewalk, foot for foot, beginning at Blendon Drive and heading east, in lieu of placing it on the Blendon Meadow Condominium parcel was made by Stan Taylor, support by Paul Blauwkamp.***

Motion Carried 5-0

k. **Baldwin & 66th Ave Intersection:**

- Trustee Taylor was contacted by the resident that owns a parcel on the corner of 66th and Baldwin.
 - Vehicles are continually ‘cutting the corner’ and driving through his property.
 - Asked if the township could do anything about it.
- Trustee Taylor asked Supervisor Peters to contact the Ottawa County Road Commission to see if there is anything they can do.

14. **Old Business:**

a. **Borculo Sidewalk Project:**

- Supervisor Peters spoke with Olive Township board member, Matt Nienhuis, concerning the installation of sidewalks in Borculo on the east side of 96th Ave.
- Mr. Nienhuis stated the following:
 - Olive Township may be interested in contributing to the installation of sidewalks in Borculo
 - One-time contribution, will not pay towards upkeep and maintenance
 - Blendon will need commit to the project by having the engineering complete and bids received before Olive will commit to how much they will be willing to contribute.
- ***Motion to approve the engineering of the Borculo sidewalk project, on 96th Avenue, was made by Greg Golembiewski, support by Kevin Peters.***

Motion Carried 5-0

15. **Public Comments for items that were on the agenda:**

- **Bruce Costen:** 7407 Forest View
 - Inquired on the status of adding additional sheriff patrol hours for Blendon Township as discussed in the fall of 2019.
 - Treasurer, Greg Golembiewski, stated that the Ottawa County Sheriff’s Department was looking for another municipality that would be willing to split the cost of and FTE officer with Blendon.
 - Have not heard back from OTSD.

16. **Correspondence for Informational Purposes**

- Ottawa County – Absentee Ballot Applications

17. **Upcoming Events:**

- a. Planning Commission Meeting – **July 7, 2020**
- b. Township Board Meeting – **June 20, 2020**

18. **Adjournment:**

- a. With no other business to be brought before the Board, a motion to adjourn at 9:45 pm was made by Stan Taylor, support by Paul Blauwkamp.

Motion Carried 5-0