

Blendon Township  
Board Meeting Minutes  
April 19 2021

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: Greg Golembiewski, Treasurer  
Robin Overway, Clerk  
Kevin Peters, Supervisor  
Jeff Meyer, Trustee  
ABSENT: Don Vander Kuyl (with notice)  
ATTENDING: Kurt Gernaat, Fire Chief
5. ***Motion to approve the agenda with the addition of the following was made by Greg Golembiewski, support by Jeff Meyer***  
Motion Carried 4-0
6. ***Motion to approve the March 15, 2021 meeting minutes was made by Greg Golembiewski, support by Jeff Meyer.***  
Motion Carried 4-0
7. ***Motion to approve the invoices dated March 16, 2021 to April 19, 2021, was made by Greg Golembiewski, support by Robin Overway.***  
Motion Carried 4-0
8. **Public Comment for items on the agenda:**
  - None
9. **Treasurer's Report:**
  - As Submitted
  - Deputy Treasurer, Tina Vander Schuur, highlighted some of the items that were being worked on in the training with Melissa Veldheer.
10. **Clerk's Report:**
  - As Submitted
11. **Supervisor's Report:**
  - As Submitted
12. **Monthly Reports:**
  - a. Fire Department Activity Report
    - None Submitted
  - b. Police Activity Report
    - None Submitted

- c. Assessor Report
  - None Submitted
- d. Cemetery Sexton Report
  - None Submitted
- e. Building Permit Report
  - As Submitted
- f. Building and Grounds Report
  - None Submitted
- g. Preliminary Planning Commission Minutes
  - As Submitted
- h. ZBA Minutes
  - None Submitted
- i. Emergency Service Minutes
  - None Submitted

**13. New Business:**

a. **Stillwater Development Rezone Request:**

- Ordinance 2021-04.01
- Trustee, Jeff Meyer, highlighted the request and ordinance.
  - AG to R1
  - Developer: Curtis Moran
- ***Motion to approve Ordinance 2021-04.01, was made by Greg Golembiewski support by Jeff Meyer***

Roll Call: Yes: Peters, Overway, Golembiewski, Meyer,  
No:

Motion Carried 4-0

b. **Huizenga – Dunshee Drain Resolution 2021-04.1:**

- Supervisor, Kevin Peters, explained the work that is being done on the drain and the reason for the resolution.
  - ***Motion to approve Resolution 2021-04.1, maintenance and repair to the Huizenga-Dunshee Drain, was made by Greg Golembiewski, support by Jeff Meyer.***

Roll Call: Yes: Peters, Overway, Golembiewski, Meyer  
No:

Motion Carried 4-0

c. **Line Item Reconciliation Resolution 2021-04.2:**

- ***Motion to approve Resolution 2021-04.2, line item reconciliation to amend the 2020-2021 budget was made by Greg Golembiewski, support by Robin Overway.***

Roll Call: Yes: Peters, Overway, Golembiewski, Meyer  
No:

Motion Carried 4-0

d. **Microsoft 365:**

- Kevin Peters and Kurt Gernaat had a meeting with Ottawa County IT concerning the transition to Microsoft 365 from individual licenses per work station.
- Kurt Gernaat highlighted the proposal from Shoreline Technology.
  - 15 licenses
  - Initial startup: \$3750
  - Monthly: \$250
- Currently we need to purchase the following:
  - Individual license for each program for each work station.
  - Monthly fee to CCS to host our email
- Microsoft 365 also offers cloud storage capabilities for document retention and correspondence through programs such as 'Teams'.
- ***Motion to approve conversion to Microsoft 365 was made by Greg Golembiewski, support by Kevin Peters.***

Motion Carried 4-0

14. **Old Business:**

a. **Kurt Gernaat's Responsibilities and Evaluation:**

- Supervisor Peters and Treasurer Golembiewski completed Kurt's performance review and evaluation on April 19, 2021
  - Evaluation questionnaires were filled out and submitted by the following people:
    - Treasurer, Greg Golembiewski
    - Clerk, Robin Overway
    - Supervisor, Kevin Peters
    - Fire Department Captain, Sean Miller
  - Supervisor Peters highlighted the review meeting
  - In lieu of a monetary pay increase, Kurt asked about the possibility of an alternate compensation package like health insurance.
    - Supervisor Peters will look into this option and report back to the board.
- Treasurer Golembiewski stated that it is in the best interest of the township to recognize valuable employees and work to retain them.
- Performance Evaluations and Reviews will be done annually at the end of January – early February.

15. **Public Comments for items that were not on the agenda:**

- Joel Hoving: 5183 Rosewood Ln
  - Mr. Hoving approached the board concerning the ongoing problem of people trespassing on his property to access the walking trails in the woods at the cemetery.
    - The Board spent time in dialogue with Mr. Hoving trying to arrive at a possible solution.
    - The township will post multiple, No Trespassing – Private Property Signs in the cemetery alerting people to the boundaries.

16. **Correspondence for Information Purposes:**

- a. Planning Commission Annual Report

**17. Upcoming Events:**

- a. Zoning Board of Appeals – May 3, 2021
- b. Planning Commission Meeting – May 5, 2021
- c. Township Board Meeting – March 15, 2021

**18. Adjournment:**

- a. With no other business to be brought before the Board, a motion to adjourn at 7:58 pm was made by Greg Golembiewski, support by Robin Overway.

Motion Carried 4-0

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

DRAFT