

Blendon Township  
Board Meeting Minutes  
August 16, 2021

1. **The meeting was called to order** at 7:00 pm by Supervisor, Kevin Peters
2. **Invocation** was given by Clerk, Robin Overway
3. **The Pledge of Allegiance** was recited by attendees.

4. **Roll Call: PRESENT:** Kevin Peters, Supervisor  
Greg Golembiewski, Treasurer  
Jeff Meyer, Trustee  
Don Vander Kuyl, Trustee  
Robin Overway, Clerk

ATTENDING: Kurt Gernaat, Fire Chief

5. ***Motion to approve the agenda with the following changes was made by Greg Golembiewski, support by Support by Don Vander Kuyl:***
  - o *Monthly Reports: Add 12(e) Budget vs. Actual Report.*

Motion Carried 5-0
6. ***Motion to approve the July 19, 2021, meeting minutes was made by Greg Golembiewski, support by Don Vander Kuyl.***

Motion Carried 5-0
7. ***Motion to approve the invoices dated July 20, 2021, to August 16, 2021, was made by Greg Golembiewski, support by Don Vander Kuyl.***

Motion Carried 5-0
8. **Public Comment for items on the agenda: None**
9. **Treasurer's Report:**
  - o As Submitted
10. **Clerk's Report:**
  - o As Submitted
11. **Supervisor's Report:**
  - o As Submitted
12. **Monthly Reports:**
  - a. Fire Department Activity Report
    - o As Submitted
  - b. Building Permit Report
    - o As Submitted
  - c. Building and Grounds Report
    - o None Submitted
  - d. Preliminary Planning Commission Minutes
    - o As Submitted

- e. Budget vs. Actual Report
  - o As Submitted

13. **New Business:**

a. **Ordinance 2021-08.01**

- o Amendment to section 06.02 Light Industrial Zone
- o Adds Mini-warehouse and self-storage as allowable use.
- o ***Motion to approve Ordinance 2021-08.01 was made by Jeff Meyer, support by Don Vander Kuyl***

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

Motion Carried 5-0

b. **Resolution 2021-08.01:**

- o Conflict of Interest Policy
  - Explained by Clerk Overway
- o Pertains to the expenditure of the American Recovery Plan Funds that the township will be receiving
- o ***Motion to approve Resolution 2021-08.01, was made by Robin Overway, support by Don Vander Kuyl.***

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

Motion Carried 5-0

c. **Borculo Community Center Discussion:**

- o Currently having issues with the condition that the facility is being left in following rentals
- o Dyanna put together rental information from other municipalities for comparison, as well as provided an example of a clean-up checklist and new procedure recommendations.
- o Kurt Gernaat presented possible changes to the existing rental agreement
- o The following changes were decided on by the Board:
  - ***Continue the use of alcohol at the BCC***
    - Approved 4-1
  - ***Change use times to 9:00am – 11:30pm***
    - Approved 5-0
  - ***Omit the ‘use type’ and just charge one deposit and fee for all types of events***
    - Approved 5-0
  - ***Change the fees to as follows:***

<b><i>Resident:</i></b>	<b><i>\$300 deposit</i></b>	<b><i>\$150 rental</i></b>
<b><i>Non-Resident:</i></b>	<b><i>\$500 deposit</i></b>	<b><i>\$250 rental</i></b>

    - Approved 5-0
  - ***Provide a cell phone for the janitors as an emergency contact***
    - Approved 5-0
  - ***Add a ‘failure to comply’ clause to the rental agreement***
    - Approved 5-0
- o New Rates effective immediately, as of 8/16/2021, for all new rentals.
- o All new documents and rental agreements to be prepared and presented for final approval at the September Board Meeting.

d. **Water Master Plan:**

- Supervisor Peters presented
- Met with the following people:
  - Adam Elenbaas – Allendale Charter Township
  - Patrick Staskiewicz – Ottawa County
  - Ken Bosma – Prein & Newhof
- Discussion on developing a municipal water supply system master plan for the township.
- Prein & Newhof presented a draft of a proposal to develop the master plan
- Prein & Newhof was selected because they have worked with the surrounding municipalities and already possess most of the information that is needed therefore, considerably lowering the amount of time and research needed to develop the plan.
- ***Motion to refer to the Planning Commission for input and recommendations on whether the zones listed would meet and/or work with the additional C1-LI zones being drafted in the Master Plan was made by Greg Golembiewski, support by Jeff Meyer***

Motion Carried 5-0

14. **Old Business:**

a. **Township Manager:**

- Supervisor Kevin Peters mentioned contacting township attorney, Jim Scales, on whether the township can have a Superintendent.
  - Superintendents are allowed by Charter Township's only
  - General Law Township's may have a similar position, but it would not be considered a superintendent.
- Discussion continued concerning the following items:
  - Is there enough workload to warrant the addition of another position?
  - Distribution of duties - Current required staff currently needing more work.
  - What would the role of the potential position entail?
  - Fiscal responsibility of the Board in relationship to employees
  - Pay- scales
- Supervisor Peters asked each of the Board Members to compile a list, answering the following questions, for the September Board Meeting:
  - What needs do you perceive are not currently being taken care of that would be remedied by a manager?
  - What can the current Admin staff do to cover any of the tasks on your list?
  - What are your thoughts on changing the Administrative payrate to the payrate of the deputies?

15. **Public Comments for items that were not on the agenda: None**

16. **Correspondence for Information Purposes: None**

17. **Upcoming Events:**

- a. Planning Commission Meeting – **September 7, 2021**
- b. Township Board Meeting – **September 20, 2021**

**18. Adjournment:**

- a. With no other business to be brought before the Board, a motion to adjourn at 9:07 pm was made by Greg Golembiewski, support by Don Vander Kuyl.

Motion Carried 5-0

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