

Blendon Township Board Meeting
April 18, 2022
7:00 pm (Amended)

1. **The meeting was called to order at 7:00 pm** by supervisor Kevin Peters.
2. **Invocation** was given by Trustee, Jeff Meyer
3. **Pledge of Allegiance** was recited by all in attendance.

4. **Roll Call:**

PRESENT: Kevin Peters
Robin Overway
Greg Golembiewski
Don Vander Kuyl
Jeff Meyer

Also Attending:

Kurt Gernaat, Fire Chief

5. **Approval of the Agenda:**

Motion to approve the agenda with the following additions was made by Don Vander Kuyl, support by Robin Overway:

New business (h): Cemetery Plot Buy Back
(i): New Chairs Estimate

Motion Carried 5-0

6. **Approval of the Minutes dated March 21, 2022:**

Motion to approve the minutes from the March 21, 2022, Board Meeting was made by Don Vander Kuyl, support by Kevin Peters.

Motion Carried 5-0

7. **Approval of Invoices dated March 22, 2022, to April 18, 2022:**

Motion to approve the invoices dated February 22, 2022, to March 21, 2022, was made by Don Vander Kuyl, support by Robin Overway.

Motion Carried 5-0

8. **Public Comment:**

- a. None

9. **Treasurer's Report:**

- a. As submitted
 - Deputy Treasurer gave an update on the transfer to Grand River Bank.

10. **Clerks Report:**

- a. Verbal
 - Election
 - BS&A Training

11. **Supervisors Report:**

a. Verbal

- Secured last easement for bike path on Port Sheldon
- Pre-construction meeting Monday

12. **Monthly Reports:**

a. **Fire Department:**

- Pancake Breakfast
 - Over 900 in attendance
 - Brought in roughly \$9000.00
- ISO Audit underway
- Station 1 floor resurfacing complete
 - A few areas that need to be redone
- Station 1 floor grates to be installed in the next 2 weeks.

b. **Ottawa County Sheriff:**

- As Submitted

c. **Building Permit Report:**

- As Submitted

d. **Building and Grounds Report:**

- New exterior doors installed in the townhall
- Mulch has been spread

e. **Preliminary Planning Commission Meeting Minutes:**

- As Submitted
- Highlighted by Jeff Meyer

13. **New Business:**

a. **Ordinance 2022-04.01:**

- Deb Nyenbrink – Reitman Trust
- 37.5 acres
- 8100 Polk St.
- Rezone request AG-R1
- ***Motion to approve the rezone of parcel 70-13-17-200-007 from AG-Agricultural to R1-Low Density Residential was made by Jeff Meyer, support by Don Vander Kuyl***

Roll Call: Yay: Peters, Overway, Golembiewski,
Vander Kul, Meyer

Nay:

Motion Carried 5-0

b. **Gravel Roads:**

- Supervisor Peters has received a large volume of calls this spring concerning the condition of the gravel roads.
- Ottawa County Road Commission stated that it has been a very wet spring and if they grade the roads with all the standing water they will turn into thick mud, then potholes.
- OC Road Commission states that it can work with Blendon to set up a yearly maintenance program for the gravel roads.
 - \$40K per mile
 - 50/50 split with the township.

- Supervisor Peters to inquire about the following items:
 - What is the breakdown of the road mileage expenditures, resurfacing vs gravel?
 - Is the township able to utilize an independent contractor to gravel and final grade the roads?

c. **West Coast Cash:**

- Prepared and submitted for the addition to the employee handbook by Don Vander Kuyl
- \$150 per year per hourly employee
- Discussion ensued among the Board on whether this included the fire department.
- Total Cost: ~~\$260,000~~ \$6,000.00
- ***Motion to table the approval of the West Coast Cash incentive until the previous minutes and the budget can be checked for accuracy was made by Don Vander Kuyl, support by Greg Golembiewski.***

Motion Carried 5-0

d. **Cell Tower Proposal:**

- Verizon Cell Tower
- Supervisor Peters highlighted the proposal.
 - \$1,200/month with a 2% annual escalator
 - 75' x 75' fenced area
 - Free space for E911 equipment on tower
 - Monopole built to accommodate 4-carriers
 - Cover a 2-mile radius
 - Will not be lighted
 - Located close to the back of the maintenance building
- Meyer: feels that they will put the tower somewhere close to the area anyway, the township could at least collect the revenue.
- Overway: feels that it would be a benefit for elections that need wireless transmittal in a spotty service area.
- Golembiewski: Not a fan, feels it is unsightly and the month lease payment is too low.
- Vander Kuyl: Good with the proposal
- ***Motion to approve the preliminary site work to see if the site is suitable for the tower and to approve if the results prove sufficient for installation was made by Kevin Peters, support by Jeff Meyer.***

Motion Carried 5-0

e. **ARPA Funds:**

- Need to file project-expenditure report by the end of April.
- Do not need to know exactly how the funds will be spent at this time, we just would need to report that we are unsure.
- Funds need to be used by December 31, 2026.
- Discussion ensued by the Board on possible expenditures for the funds.

- **Motion to allocate 100% of the remaining funds, following the disbursement of the firefighter stipends, to municipal water infrastructure** was made by Jeff Meyer, support by Don Vander Kuyl.

Motion Carried 5-0

f. **Compensation Commission:**

- Supervisor Peters highlighted the information that was received in 2021 from township attorney, Jim Scales.
 - Stated the history of the Compensation Commission, why it came to be in Blendon Township, and what the roll and purpose of the Commission is.
- Discussion was had both for and against
- No further action was taken.

g. **Employee Handbook Revision:**

- Kurt Gernaat highlighted the following proposed changes to the Blendon Township Employee Handbook:
 - (Page 10): Remove 'part time employees are not eligible for township paid benefits.'
 - **Motion to approve the change** was made by Don Vander Kuyl, support by Greg Golembiewski.

Motion Carried 5-0

- (Page 10): Replace VACATIONS with PTO – Paid Time Off
 - PTO Benefits shall be calculated and awarded to all part- and full-time employees at the end of each pay period based on the number of hours the employee is paid for in the period.
 - Full-time Employees the consistently work over 32 hours a week.
 - 0 – 35 months = 96 hours
 - 36 - 59 months = 128 hours
 - 60 – 95 months = 160 hours
 - 8+ years = 192 hours (maximum allowed)
 - Part-time Employees that average 16-32 hours per week:
 - 0 – 35 months = 48 hours
 - 36 – 59 months = 64 hours
 - 60 – 95 months = 80 hours
 - 8+ years = 96 hours
 - Employees that average less than 16 hours a week are not eligible for PTO benefits.
 - ✓ **Motion to approve the change** was made by Robin Overway, support by Greg Golembiewski.

Motion Carried 5-0

- (Page 11-12): Holiday: Change to note:
 - Holiday on Friday – Closed with 8 hours pay
 - Holiday on Saturday – Closed Friday with 8 hours pay
 - Holiday on Sunday – Closed Monday with 8 hours pay
 - ½ day Christmas Eve

- **Motion to approve the changes** was made by Greg Golembiewski, support by Robin Overway.

Motion Carried 5-0

- (Page 12): Remove 'employees must complete 60 days of employment before becoming eligible for holiday pay.'

- **Motion to approve the change** was made by Kevin Peters, support by Robin Overway.

Motion Carried 5-0

- (Page 12): Replace the entire Bereavement Leave section with the verbiage provided.

- **Motion to approve the change** was made by Don Vander Kuyl, support by Greg Golembiewski.

Motion Carried 5-0

h. **Cemetery Plot Buy Back:**

- Deceased resident's trust owns 2-full plots
- Family has cremains of father, mother, and brother.
- Asking to sell the 2 full plots back and purchase 3 cremains plots.
- **Motion to approve the buy back of the 2 full plots** was made by Don Vander Kuyl, support by Greg Golembiewski.

Motion Carried 5-0

i. **New Chair Estimate:**

- Purchase of stackable folding chairs for the townhall.
 - Lifetime Commercial Folding Chairs with cart.
- Easier handling
- Utilize less storage room
- Price comparisons presented by Tina Vander Schuur
- **Motion to approve the purchase of the Lifetime Chairs and Cart** was made by Don Vander Kuyl, support by Greg Golembiewski.

Motion Carried 5-0

14. **Old and Ongoing Business:**

- **None**

15. **Opportunity for Public Comment:**

- Lyn Peters:
 - Appreciates the Board taking the time to make a lot of decisions tonight at the meeting instead of tabling for future meetings. Feels like a lot was accomplished.
- Kurt Gernaat:
 - Asked if the Board would attend the beginning of the Firefighter training meeting this week Thursday evening at the Tyler Street fire station to present the ARPA Stipend Checks to each of the firefighters.

16. **Correspondence for Informational Purposes:**

- None

17. Upcoming Meetings:

- a. Planning Commission Meeting: **May 4, 2022** (Date change due to election
- b. Township Board Meeting: **May 16, 2022**

18. Adjournment:

- a. **With no further business to be brought before the board a motion to adjourn at 9:14 pm** was made by Don Vander Kuyl, support by Robin Overway.

Motion Carried 5-0

Recorded by Tina Vander Schuur
Submitted by Robin Overway