

Blendon Township Board Meeting
August 15, 2022
7:00 pm

1. **The meeting was called to order at 7:00 pm** by Supervisor Kevin Peters.

2. **Invocation** was given by Trustee, Don Vander Kuyl

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 Jeff Meyer

- Add:
 - 8a: Joe Bush, Drain Commissioner
 - 8b: Judge Paul Kraus
 - 14a: Add number to the resolution: 2022-08.01

Motion Carried 5-0

6. **Approval of the Minutes dated July 18, 2022:**

Motion to approve the minutes from the July 18, 2022, Board Meeting with the following change was made by Greg Golembiewski, support by Robin Overway.

- New Business (b), bullet point 2, sub point 1: Strike the word 'not'

Motion Carried 5-0

7. **Approval of Invoices dated July 19, 2022, to August 15, 2022:**

Motion to approve the invoices dated July 19, 2022, to August 15, 2022, was made by Don Vander Kuyl, support by Jeff Meyer.

Motion Carried 5-0

8. **Public Comment:** None

a. **Joe Bush – Ottawa County Drain Commissioner**

- Presented current map
 - Shows areas where concerns have been given
 - Clean-outs, fixes, and maintenance
- Complete:
 - Hop Drain
 - 72nd Ave

b. Judge Paul Kraus

- Senior Assistant Prosecuting Attorney for Ottawa County Family Court
- Ottawa County awarded a 5th Circuit Court
 - Open in 2024
 - Need for a new judge – 8-year term
- Traveling the county going door to door, meeting residents, asking for their vote in November.

9. Treasurer's Report:

a. As submitted

- Deputy Treasurer, Tina Vander Schuur, gave an update on the following items:
 - Status of the closing of the accounts at Huntington Bank.
 - Discussion on Budget vs. Actual report YTD

10. Clerks Report:

a. Verbal

- Election Turnout: Robin reviewed the submitted reports. Blendon township had a 45.39% voter turnout rate which is very high.

11. Supervisors Report:

a. Verbal

- Allendale Water Extension Meeting:
 - Kevin and Kurt Gernaat met with Chad Doornbos, Pat Staskiewicz, and Dan Carlton concerning extending water from Allendale into Blendon Township along the Fillmore corridor.
 - Allendale open to the extension.
 - Meet again in 1-2 weeks
- Port Sheldon Bike Path:
 - Project complete
 - Completed a walk through with Williams & Works, the engineer
 - Multiple points of concern
 - Culverts are already washed out
 - Steep drop off east of the gas station
 - Williams & Works following up on the concerns
- Parking Lots:
 - Township Hall and Tyler Street Fire Station
 - Cracks sealed and parking lot lines restriped

12. Monthly Reports:

a. Carlton Consulting:

- Invoice Breakdown for July
- Survey Results
 - Highest desired qualifications:
 - Budget and Finances
 - Human Resources – employee relations and leadership
 - Exemplary Customer Service
 - Planning and Zoning
- All Board members spoke individually about their opinion on and understanding of the Township Manager position

- Board discussion on the pros and cons of the position
- Job posting and job description drafts presented
 - Change desired years of experience to reflect the survey results.
- Resume submittal:
 - Screener or township?
- Following decisions made:
 - Approve the job posting and the job description with changes.
 - Use of a screener for the application-resume process.
- Follow-up:
 - Each Board member to submit one or two interview questions to Dan Carlton.

b. **Fire Department:**

- None

c. **Ottawa County Sheriff:**

- As Submitted

d. **Building Permit Report:**

- As Submitted

e. **Building and Grounds Report:**

- None

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

- None
- No August meeting

13. **New Business:**

a. **Cemetery Ordinance Amendment Proposal:**

- Cemetery Sexton, Alan Finnie, highlighted the amendment and explained the reason for the proposed changes.
- Board members agreed of the proposed changes
- Administrative Assistant will prepare the ordinance and notice the public hearing for the September meeting.

b. **Verizon Cell Tower (Cemetery):**

- Land Lease Agreement submitted by Verizon.
- Email from attorney Jim Scales reviewed.
- Township ordinances need to be followed for the project even though it is on township property.
 - multiple permits needed
- Administrative Assistant to check with the Zoning Administrator on requirements to which items can be handled by the Planning Commission and which items require approval from the Zoning Board of Appeals.
- No lease agreements will be signed at this time.

c. **METRO Act Permit:**

- Clerk, Robin Overway explained
 - Right of way telecommunications permit terms and conditions was submitted
 - Resolution to adopt for access to and ongoing use of the right of way was submitted

- Existing easement to be used to run fiberoptics.
- **Motion to approve the METRO Act Right of Way Permit** was made by Don Vander Kuyl, support by Robin Overway.

Motion Carried 5-0

d. Probate Court Legal Kiosks:

- Letter in packet from the Ottawa County Circuit Court.
- Ask for Blendon Township to have a kiosk placed in our building for the use of people that are required to attend a court hearing via zoom.
 - Kiosk to have both video and verbal connection for hearings.
- Board feels that we do not have the resources needed to facilitate the use of the kiosks and the monitoring and assisting that would be needed.
- All members agreed that the kiosk is not allowed to be placed in township buildings.

e. West Michigan Office Interiors Update:

- Discussion was had on the results of the remodel project.
 - Felt that the new admin counter tops are too high and need to be lowered.
 - Estimate submitted by WMOI to comeback and lower the countertops to 42”.
- Discussion on having WMOI complete the setup of the Assessing/Zoning office.
 - Estimate and layout reviewed
 - Changes made:
 - Omit chairs
 - Add work surface to existing built in.
- **Motion to approve the estimate for the lowering of the office countertop and the estimate for the Assessing-Zoning office, not to exceed the estimated total** was made by Kevin Peters, support by Don Vander Kuyl.

Motion Carried 5-0

14. Old or Ongoing Business:

a. Road Millage Proposal:

- Resolution 2022-08.01 presented
 - Approval and ballot wording for the proposed road millage
 - All information agreed upon at the July meeting
 - To appear on the November ballot
- **Motion to approve Resolution 2022-08.01** was made by Keving Peters, support by Jeff Meyer

Roll call: Yes: Overway, Meyer, Peters

No: Golembiewski, Vander Kuyl

Motion Carried 3-2

b. Health Insurance:

- No new information
- Carry to September

15. Opportunity for Public Comment:

- Deputy Fire Chief, Sean Miller:
 - Reason for the road millage

- Representative Luke Meerman:
 - Current represents the 88th District
 - Running to represent the 89th District
 - Provided a background of himself, his family, his service.
 - Encouraged the board to call him to relay any issues that arise that need attention in Lansing
 - Wants to be accessible to the board and the residents.

16. Correspondence for Informational Purposes:

- None

17. Upcoming Meetings:

- a. Zoning Board of Appeals: ***Monday, August 29, 2022***
- b. Planning Commission Meeting: ***Wednesday, September 7, 2022***
- c. Township Board Meeting: ***September 19, 2022***

18. Adjournment:

- a. **With no further business to be brought before the board a motion to adjourn at 8:41 pm** was made by Don Vander Kuyl, support by Kevin Peters.

Motion Carried 5-0

Recorded by Tina Vander Schuur
Submitted by Robin Overway