

Agenda for the  
Allendale Charter Township Board Meeting  
Monday, July 25, 2022, 6:00pm

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by Jody Hansen
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
  - Approval of the July 11, 2022 Regular Board Meeting Minutes
  - Bills
  - Interim Bills
- For information
  - June Finance Report
  - Minutes of the July 18, 2022 Planning Commission Meeting
  - June Sheriff's Department Monthly Report
  - June Fire Department Monthly Report
  - Updated Zoning Board of Appeals Application
  - WOW Award
- Communications and Correspondence
- Public Hearings
- Public Comments
- Guest Speakers
  - Chad Doornbos, Superintendent of Public Utilities: 2021 Year in Review
- Action Items
  - Planning and Zoning Coordinator Position and Job Description
  - Resolution 2022-11: Handbook Update - Boots
- Discussion Items
  - Trick-or-Treating Date
- Public Comments
- Board Comments
- Future Agenda Items
- Adjournment

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**PROPOSED  
PROCEEDINGS OF THE ALLENDALE  
TOWNSHIP BOARD OF TRUSTEES  
JULY SESSION 1<sup>st</sup> DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, July 11, 2022, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present: Mr. Zeinstra; Ms. Hansen; Ms. Kraker; Ms. Vander Veen; Mr. Murillo; and Mr. Elenbaas. (6)

Absent: Mr. Vander Wall (1)

Staff and Guest Present: Sergeant Cal Keuning, Ottawa County Sheriff; Greg DeJong, Ottawa County Commissioner; Gail Roelofs; and Rebecca Wildeboer.

Mr. Elenbaas pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 22-125 Ms. Vander Veen moved to approve the agenda of today as presented. The motion passed.

BOT 22-126 Ms. Kraker moved to approve the following Consent Resolutions:

1. To approve the Minutes of the June 27, 2022, Board of Trustees meeting.
2. To approve the general claims in the amount of \$191,689.98 and interim payments of \$13,847.66, as presented by the summary report for July 12, 2022.

The motion passed.

Items Received for Information

1. Minutes of the June 20, 2022, Planning Commission Meeting

Public Hearings- None

Public Comments and Communications- None

BOT 22-127 Mr. Elenbaas moved to close public comment. The motion passed.

Guest Speakers

Commissioner Greg DeJong provided an Ottawa County update including: progress on the Juvenile Justice Center construction. He thanked the Allendale Area Chamber of Commerce and Allendale Township for their hard work on preparing the Independence Day Celebration activities. He recapped some campaign highlights, and encouraged board members to review the letter in the Announcer submitted by John Shay, Ottawa County Administrator.

Action Items

BOT 22-128 Ms. Vander Veen moved to approve the hiring of Alex Schanck for the Substitute Library Page position at a wage of \$13.00 per hour; Alyssa Evans for the Substitute Library Page position at a wage of \$14.30 per hour; and the promotion of Sheri Christensen for the Circulation Assistant I position at a wage of \$15.40 per hour. The motion passed.

BOT 22-129 Ms. Kraker moved to approve and authorize the Clerk and Supervisor to sign Resolution 2022-10, as amended; a resolution adopting a Vision Statement for Allendale Charter Township. The motion passed.

Discussion Items

Mr. Elenbaas presented a proposed request from 4<sup>th</sup> grade class members. The group is requesting the board switch Trick or Treating date to the Saturday before Halloween rather than the traditional October 31<sup>st</sup> date. He sought input from the board and indicated this may come to the board in the future for a decision.

Several board members provided comments and suggestions.

Public Comments and Communications

Public comments were received from:

1. Rebecca Wildeboer, AACC

BOT 22-130 Mr. Elenbaas moved to close public comment. The motion passed.



Board Comments

Mr. Elenbaas thanked Rebecca Wildeboer and Elizabeth Szymanski for doing a great job with the Independence Day activities. He provided an update on the wage study results for the Planning and Zoning Coordinator position.

Ms. Vander Veen sought clarification on the resident correspondence from Chip VanderZwaag, submitted by email, and distributed to board members prior to the meeting. Mr. Elenbaas indicated rental inspection waivers are not possible per ordinance. She requested staff meeting notes be distributed to board members again. She inquired about Planning Commission meeting minutes that outlined mining regulations.

BOT 22-131 Ms. Vander Veen moved to adjourn the meeting at 6:40 p.m. The motion passed.

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Jody L. Hansen, Clerk  
Of the Township of Allendale

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Adam Elenbaas, Supervisor  
Of the Township of Allendale

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INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP  
EXP CHECK RUN DATES 07/13/2022 - 07/26/2022  
UNJOURNALIZED  
OPEN

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GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - JUNE	255.00	
101-000.000-225.000	Due To Schools	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - JUNE	1,020.00	
101-000.000-675.006	VETERAN'S MEMORIAL BRICKS	PATRICIA MARSH	VETERAN MEMORIAL BRICK REFUND	75.00	
Total For Dept 000.000 REVENUE				1,350.00	
Dept 191.000 FINANCE/ACCT					
101-191.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES	167.55	
Total For Dept 191.000 FINANCE/ACCT				167.55	
Dept 215.000 CLERK					
101-215.000-816.000	SEMINARS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	482.78	
Total For Dept 215.000 CLERK				482.78	
Dept 248.000 ADMINISTRATION					
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	FILE FOLDERS; DESK ORGANIZERS	32.06	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	PRINTER INK	219.56	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	177.02	
101-248.000-732.000	SUPPLIES	STAPLES	COPY PAPER	49.48	
101-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	152.00	
101-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	303.07	
101-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T SERVICES - JULY	1,965.00	
101-248.000-802.000-ITPROJ	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T TRANSITION PROJECT	3,165.50	
101-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	MAIL PICK UP FEE - APRIL; MAY; JUNE	135.00	
101-248.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES	207.00	
101-248.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES	77.78	
Total For Dept 248.000 ADMINISTRATION				6,483.47	
Dept 253.000 TREASURER					
101-253.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	SUMMER TAX BILL POSTAGE; PROCESSING &	2,961.36	
Total For Dept 253.000 TREASURER				2,961.36	
Dept 257.000 ASSESSOR					
101-257.000-955.000	Miscellaneous	CREATIVE IMAGE DESIGNERS	BUSINESS CARDS - GORNEY	25.99	
101-257.000-955.000	Miscellaneous	FRESH COAST LABEL LLC	NAME PLATE - GORNEY	36.81	
Total For Dept 257.000 ASSESSOR				62.80	
Dept 262.000 ELECTIONS					
101-262.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	ELECTION SUPPLIES - SIGNS	139.90	
101-262.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	PRECINCT BAGS; LAPTOP CASE	490.26	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	192.29	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	23.20	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	353.80	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	ELECTION MAIL	158.34	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	ELECTION MAIL	68.70	
101-262.000-971.000	CAPITAL OUTLAY	CARDMEMBER SERVICE	CREDIT CARD CHARGES	339.18	
Total For Dept 262.000 ELECTIONS				1,765.67	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - JUNE	268.75	
101-265.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	12,295.92	
101-265.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	402.19	
101-265.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - JULY	66.85	
101-265.000-930.000	Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES	21.11	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 265.000 BUILDING & GROUNDS					
101-265.000-930.000	Maintenance	FIRST CHOICE CLEANING CO	AUDITORIUM CARPET CLEANED	434.75	
101-265.000-930.000-TRUCKT	Maintenance	BURNIPS EQUIPMENT COMPAN	TRUCK MAINTENANCE SUPPLIES	141.30	
101-265.000-971.000	CAPITAL OUTLAY	CARDMEMBER SERVICE	CREDIT CARD CHARGES	72.00	
Total For Dept 265.000 BUILDING & GROUNDS				13,702.87	
Dept 266.000 ATTORNEY					
101-266.000-802.000	Contracted Services	SCHOLTEN FANT	ATTORNEY SERVICES - JUNE	2,672.84	
101-266.000-802.010	Contracted Services P.C.	SCHOLTEN FANT	ATTORNEY SERVICES - JUNE	2,205.00	
Total For Dept 266.000 ATTORNEY				4,877.84	
Dept 301.000 POLICE OFFICER					
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - JULY	3,754.42	
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - JULY	35,136.37	
Total For Dept 301.000 POLICE OFFICER				38,890.79	
Dept 336.000 FIRE DEPT					
101-336.000-721.000	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES	200.00	
101-336.000-721.000	PROFESSIONAL DEVELOPMENT	LIFE EMS AMBULANCE	EMT BASIC COURSE / PRO DEV	1,750.00	
101-336.000-732.000	SUPPLIES	ALLENDALE TRUE VALUE HDW	SUPPLIES - FIRE DEPT	241.53	
101-336.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	LAUNDRY DETERGENT SOAP	41.98	
101-336.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	79.45	
101-336.000-732.000	SUPPLIES	J&B MEDICAL SUPPLY INC	MEDICAL SUPPLIES	248.22	
101-336.000-732.000	SUPPLIES	J&B MEDICAL SUPPLY INC	MEDICAL SUPPLIES	24.57	
101-336.000-732.000	SUPPLIES	NYE UNIFORM COMPANY	PANT & BELT	83.50	
101-336.000-732.000	SUPPLIES	TELE-RAD INC	SHIRTS & PATCHES	135.00	
101-336.000-732.000	SUPPLIES	TELE-RAD INC	SUPPLIES	139.99	
101-336.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - JUNE	80.10	
101-336.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	11,154.16	
101-336.000-863.000-FUEL12	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	352.85	
101-336.000-863.000-FUEL12	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	188.01	
101-336.000-863.000-FUEL14	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	114.40	
101-336.000-863.000-FUEL16	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	143.89	
101-336.000-863.000-FUEL17	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	373.99	
101-336.000-863.000-FUEL17	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	240.40	
101-336.000-863.000-FUEL18	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	150.61	
101-336.000-863.000-FUEL18	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	3.86	
101-336.000-863.000-FUEL19	FUEL	WEX BANK	FUEL CHARGES - FIRE DEPT	411.02	
101-336.000-930.000	Maintenance	WEST SHORE FIRE INC	YVA KNOB (HAND WHEEL)	11.00	
101-336.000-935.000-MAINT1	Truck Maintenance	WEST SHORE FIRE INC	TRUCK MAINTENANCE	305.25	
101-336.000-935.000-MAINT1	Truck Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES	21.95	
101-336.000-935.000-MAINT1	Truck Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES	19.00	
Total For Dept 336.000 FIRE DEPT				16,514.73	
Dept 446.000 ROADS					
101-446.000-861.000	Dust Control	SWB ENTERPRISES LLC	ROAD DUST CONTROL @ 07/07/22	7,680.00	
Total For Dept 446.000 ROADS				7,680.00	
Dept 448.000 STREET LIGHTS					
101-448.000-920.000	Electricity	BILL PAYMENT CENTER	ELECTRIC USAGE - JULY	20.37	
101-448.000-920.000	Electricity	CONSUMERS ENERGY	ELECTRIC USAGE - JULY	575.58	
Total For Dept 448.000 STREET LIGHTS				595.95	
Dept 449.000 HIGHWAY-M45					

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 449.000 HIGHWAY-M45					
101-449.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	1,493.08	
101-449.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	320.00	
101-449.000-926.000-ELECTR	UTILITIES	BILL PAYMENT CENTER	ELECTRIC USAGE - JULY	39.76	
101-449.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JULY	632.12	
101-449.000-955.000	Miscellaneous	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	56.08	
101-449.000-971.000	CAPITAL OUTLAY	AMAZON CAPITAL SERVICES	BRASS FLOAT VALVE	33.00	
101-449.000-971.000	CAPITAL OUTLAY	CARDMEMBER SERVICE	CREDIT CARD CHARGES	81.18	
Total For Dept 449.000 HIGHWAY-M45				2,655.22	
Dept 567.000 CEMETERY					
101-567.000-802.000	Contracted Services	KERKSTRA PORTABLE RESTRO	PORTABLE RESTROOM RENTAL	110.00	
101-567.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	351.31	
101-567.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	280.00	
Total For Dept 567.000 CEMETERY				741.31	
Dept 672.000 SENIOR CITIZEN ACTIVITIES					
101-672.000-802.000	Contracted Services	ALLENDALE PUBLIC SCHOOL	TRANSPORTATION TO MASTER ARTS THEATRE	317.50	
101-672.000-802.000	Contracted Services	ALLENDALE PUBLIC SCHOOL	TRANSPORTATION TO WHITECAPS GAME @ 07	308.75	
Total For Dept 672.000 SENIOR CITIZEN ACTIVITIES				626.25	
Dept 704.000 PLANNING COMMISSION					
101-704.000-900.000	PRINTING, PUBLISHING, & POSTAGE	MLIVE MEDIA GROUP	GR PRESS DISPLAY AD @ 07/03/22	864.60	
Total For Dept 704.000 PLANNING COMMISSION				864.60	
Dept 751.000 RECREATION AND PARKS					
101-751.000-732.000	SUPPLIES	VRIESLAND GROWERS CO-OP	FERTILIZER	145.00	
101-751.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	1,317.42	
101-751.000-863.000	FUEL	EXXONMOBIL PROCESSING CE	FUEL CHARGES	650.00	
101-751.000-930.000	Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES	218.00	
Total For Dept 751.000 RECREATION AND PARKS				2,330.42	
Dept 753.000 COMMUNITY PROMOTIONS					
101-753.000-807.000-INDEPE	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	YELLOW CAUTION TAPE	135.10	
101-753.000-807.000-INDEPE	COMMUNITY PROGRAMS	KERKSTRA PORTABLE RESTRO	PORTABLE RESTROOM RENTALS - 4TH OF JU	500.00	
101-753.000-807.000-INDEPE	COMMUNITY PROGRAMS	PYROTECNICO FIREWORKS IN	FIREWORKS - 4TH OF JULY 2022	10,000.00	
Total For Dept 753.000 COMMUNITY PROMOTIONS				10,635.10	
Dept 790.000 LIBRARY					
101-790.000-732.000	SUPPLIES	AMAZON	DISC CLEANER PADS	71.67	
101-790.000-732.000	SUPPLIES	AMAZON	SUPPLIES	25.60	
101-790.000-732.000	SUPPLIES	DEMCO INC	SUBJECT CLASSIFICATION LABELS	54.91	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	YOUTH DVDS	32.95	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON	ADULT DVD	17.96	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	AV MATERIAL	93.98	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	302.29	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	286.45	
101-790.000-732.000-BOOKSX	SUPPLIES	BAKER & TAYLOR BOOKS LLC	BOOKS	336.74	
101-790.000-732.000-BOOKSX	SUPPLIES	CENTER POINT LARGE PRINT	BOOKS	185.76	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	BOOKS	18.74	
101-790.000-732.000-BOOKSX	SUPPLIES	MUSKEGON AREA DISTRICT L	LOST & PAID MATERIALS	17.00	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	216.86	
101-790.000-732.000-CHILDB	SUPPLIES	BAKER & TAYLOR BOOKS LLC	CHILDREN'S BOOKS	233.43	
101-790.000-802.000	Contracted Services	ELITE FUND INC	ANNUAL E-RATE SUPPORT SERVICES	100.00	

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INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP  
EXP CHECK RUN DATES 07/13/2022 - 07/26/2022  
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		OPEN			
GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 790.000 LIBRARY					
101-790.000-802.000-COLLEC	Contracted Services	UNIQUE MANAGEMENT SERVIC	PLACEMENTS	19.70	
101-790.000-802.000-COPIER	Contracted Services	OFFICE MACHINES COMPANY	COPY MACHINE CONTRACT	110.71	
101-790.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	16.00	
101-790.000-802.000-TECHNO	Contracted Services	NICHOLAS HEIMLER	INTERNAL BROADBAND SERVICES @ JULY -	285.00	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	200.00	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	15.28	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	10.00	
101-790.000-807.000-MISCPR	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	10.03	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	45.58	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES	19.98	
101-790.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	5,620.99	
101-790.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - JULY	143.91	
101-790.000-930.000	Maintenance	NAPA - GENUINE PARTS COM	MAINTENANCE SUPPLIES	16.37	
Total For Dept 790.000 LIBRARY				8,507.89	
Total For Fund 101 General Fund				121,896.60	
Fund 403 FIRE STATION BUILDING FUND					
Dept 901.000 CONSTRUCTION					
403-901.000-971.000	CAPITAL OUTLAY	CONSTRUCTION SIMPLIFIED	OWNER'S REPRESENTATIVE - JUNE	8,250.00	
403-901.000-971.000	CAPITAL OUTLAY	ERHARDT CONSTRUCTION COM	FIRE STATION CONSTRUCTION - PYMT #4	414,172.91	
403-901.000-971.000	CAPITAL OUTLAY	THE ARCHITECTURAL GROUP	ARCHITECTURAL SERVICES - FIRE STATION	6,094.33	
Total For Dept 901.000 CONSTRUCTION				428,517.24	
Total For Fund 403 FIRE STATION BUILDING FUND				428,517.24	
Fund 494 Dda Development Fund					
Dept 000.000 REVENUE					
494-000.000-402.000	REAL PROPERTY TAXES	OTTAWA COUNTY TREASURER	3RD QTR COUNTY TAX ADJUSTMENTS	802.87	
Total For Dept 000.000 REVENUE				802.87	
Total For Fund 494 Dda Development Fund				802.87	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-266.000	COURT ORDER PAYABLE	ILLINOIS STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	341.54	
Total For Dept 000.000 REVENUE				341.54	
Dept 248.000 ADMINISTRATION					
592-248.000-732.000-SAFETY	SUPPLIES	AGILE SAFETY LLC	CONFINED SPACE TRAINING	1,800.00	
592-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	32.00	
592-248.000-802.000-ITMONT	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES	202.04	
592-248.000-802.000-ITMONT	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T SERVICES - JULY	1,310.00	
592-248.000-802.000-ITPROJ	Contracted Services	REHMANN TECHNOLOGY SOLUT	I/T TRANSITION PROJECT	3,165.50	
Total For Dept 248.000 ADMINISTRATION				6,509.54	
Dept 536.000 WATER					
592-536.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	MISS DIG SUPPLIES	42.60	
592-536.000-732.000	SUPPLIES	ASTRO WOOD STAKE INC	CONSTRUCTION STAKES	11.75	
592-536.000-732.000	SUPPLIES	ASTRO WOOD STAKE INC	STAKES DSMI	27.95	
592-536.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	74.16	
592-536.000-732.000	SUPPLIES	EJ USA INC	HYDRANT EXTENSIONS	2,081.92	
592-536.000-732.000	SUPPLIES	SMART BUSINESS SOURCE LL	PAPER TOWEL	64.97	

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INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP  
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		OPEN			
GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 536.000 WATER					
592-536.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - JUNE	297.89	
592-536.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	27,797.56	
592-536.000-926.000-ELECTR	UTILITIES	BILL PAYMENT CENTER	ELECTRIC USAGE - JULY	63.66	
592-536.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JULY	740.93	
592-536.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - JULY	723.33	
592-536.000-926.000-HEATME	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - JULY	42.91	
592-536.000-930.000	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	84.22	
592-536.000-930.000	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	15.98	
592-536.000-930.000	MAINTENANCE	LEE'S TRENCHING SERVICE	REPLACE BOX & ROD @ COUNTRY VIEW	1,210.00	
592-536.000-930.000	MAINTENANCE	LEE'S TRENCHING SERVICE	REPLACE CURB STOP VALVE @ RIVER RIDGE	3,286.75	
592-536.000-930.000	MAINTENANCE	WOLVERINE POWER SYSTEMS	GENERATOR MAINTENANCE	379.97	
592-536.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	TRUCK OIL CHANGE	77.77	
592-536.000-955.000	Miscellaneous	CREATIVE IMAGE DESIGNERS	BUSINESS CARDS - WALKER	13.00	
Total For Dept 536.000 WATER				37,037.32	
Dept 537.000 SEWER					
592-537.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	MWEA	MEMBERSHIP DUES - NESTLE	80.00	
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES	478.70	
592-537.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	MISS DIG SUPPLIES	42.60	
592-537.000-732.000	SUPPLIES	ASTRO WOOD STAKE INC	CONSTRUCTION STAKES	11.75	
592-537.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES	74.17	
592-537.000-732.000	SUPPLIES	EJ USA INC	BILCO DOOR HANDLE	39.09	
592-537.000-732.000	SUPPLIES	SMART BUSINESS SOURCE LL	PAPER TOWEL	64.96	
592-537.000-732.000-LABSUP	SUPPLIES	FLIER'S QUALITY WATER SY	LAB D: WATER SYSTEM	47.67	
592-537.000-732.000-LABSUP	SUPPLIES	IDEXX DISTRIBUTION INC	LAB STANDARD SUPPLIES	194.94	
592-537.000-732.000-LABSUP	SUPPLIES	IDEXX DISTRIBUTION INC	LAB REAGENTS	2,223.53	
592-537.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - JUNE	297.89	
592-537.000-803.000	Professional Services	SCHOLTEN FANT	ATTORNEY SERVICES - JUNE	2,632.50	
592-537.000-815.000	INSURANCE	BERENDS HENDRICKS STUIT	HAZARD INSURANCE RENEWAL - 2022	27,797.56	
592-537.000-926.000-ELECTR	UTILITIES	CONSUMERS ENERGY	ELECTRIC USAGE - JULY	6,668.32	
592-537.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - JULY	776.80	
592-537.000-930.000	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	15.97	
592-537.000-930.000-COLLEC	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	100.29	
592-537.000-930.000-COLLEC	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES	84.21	
592-537.000-930.000-COLLEC	MAINTENANCE	PLUMMER'S ENVIRONMENTAL	MANHOLE REPAIR	3,780.00	
592-537.000-930.000-SANITA	MAINTENANCE	PLUMMER'S ENVIRONMENTAL	CLEAN LATERAL & MAIN @ BECKER DR/48TH	520.20	
592-537.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	TRUCK OIL CHANGE	77.76	
592-537.000-955.000	Miscellaneous	CREATIVE IMAGE DESIGNERS	BUSINESS CARDS - WALKER	12.99	
592-537.000-971.020	WWTP EXPANSION PHASE 1	MODERN OFFICE INTERIORS	OFFICE FURNITURE FOR PHASE 1	2,366.96	
Total For Dept 537.000 SEWER				48,388.86	
Total For Fund 592 Water & Sewer				92,277.26	

07/19/2022 04:23 PM  
User: DENISE  
DB: ALLENDALE

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP  
EXP CHECK RUN DATES 07/13/2022 - 07/26/2022  
UNJOURNALIZED  
OPEN

Page: 6/6

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 General Fund	121,896.60
Fund 403 FIRE STATION	428,517.24
Fund 494 Dda Developme	802.87
Fund 592 Water & Sewer	92,277.26

Total For All Funds:	<hr/> 643,493.97
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**INTERIM PAYMENTS**  
**Board Meeting: 07/25/22**

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
7/14/2022	102035	\$ 1,252.55	US POSTAL SERVICE	Water/Sewer Billing - 2nd Qtr 2022
7/15/2022	102036	\$ 45.36	US POSTAL SERVICE	Water/Sewer Billing - 2nd Qtr 2022

\$ 1,297.91 TOTAL





# County of Ottawa

## *Sheriff's Office*

**Steve A. Kempker**  
*Sheriff*

**Valerie L. Weiss**  
*Undersheriff*



*Headquarters/Administration*

12220 Fillmore Street  
West Olive, Michigan 49460  
(616) 738-4000 or (888) 731-1001  
Fax: (616) 738-4062

*Correctional Facility*

12130 Fillmore Street  
West Olive, Michigan 49460  
(616) 786-4140 or (888) 731-1001  
Fax: (616) 738-4099

Date: 07-11-2022

To: Allendale Township Supervisor Adam Elenbaas

From: Sgt. Cal Keuning

RE: Monthly Report (June 2022)

The Sheriff's Office during the month of June responded to 460 calls for service.

Allendale Township Basic EMT and MFR units, with assistance of general road patrol responded to 55 medicals and 7 personal injury accidents.

Traffic contacts during the month of June, deputies issued 71 total tickets.

### **Coffee with the Lifelong Learners:**

Allendale Township deputies met with the Lifelong Learners at Sprinkles. The time was spent talking, sipping on coffee, and sharing stories.




## Speed Trailer:

The speed trailer continues to monitor traffic in Allendale Township. The speed trailer monitored traffic on Bass Dr. near South Cedar, 92<sup>nd</sup> Ave. south of Warner, and Radcliff Dr. Requests continue to come in, and the speed trailer will continue to make its rounds in the township.

Thank you

Sgt. Cal Keuning



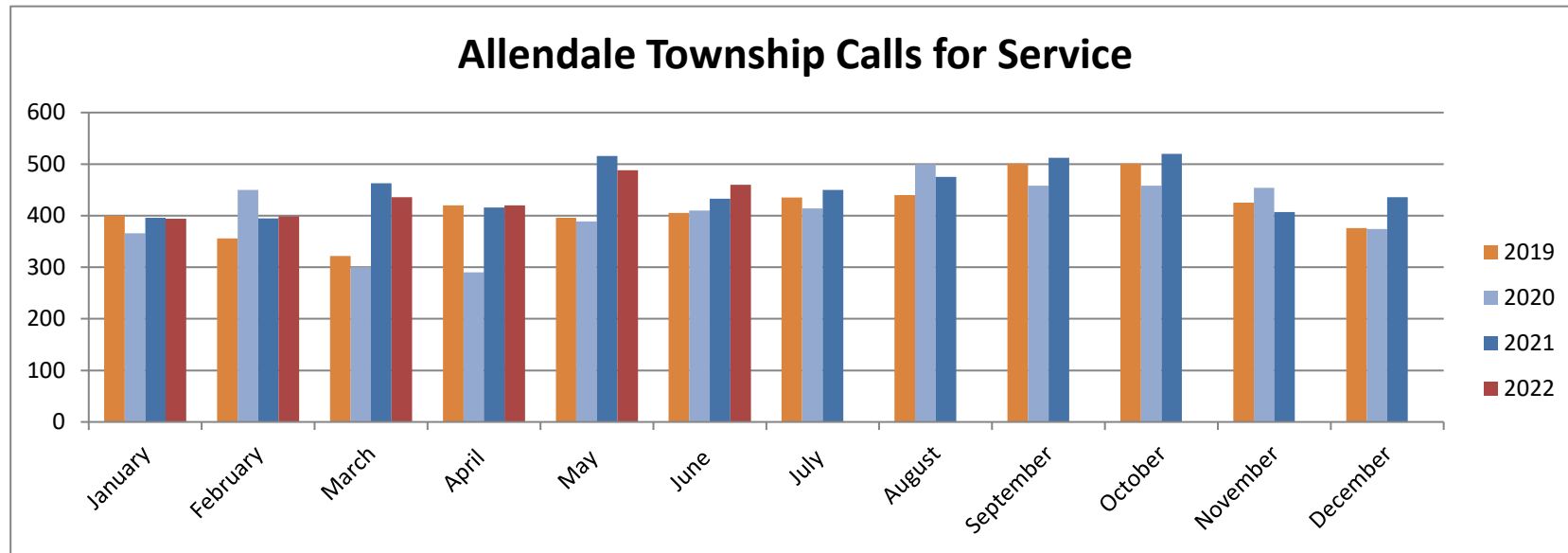
## Allendale Township Community Policing

Sergeant Cal Keuning ckeuning@miOttawa.org	Deputy John Ortman jortman@miOttawa.org	Deputy Zachary Martinie zmartinie@miOttawa.org	Deputy Joseph Apolo japolo@miottawa.org
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For emergencies, dial 911. For non-emergencies, dial 1-800-249-0911.

## Total Number of Calls

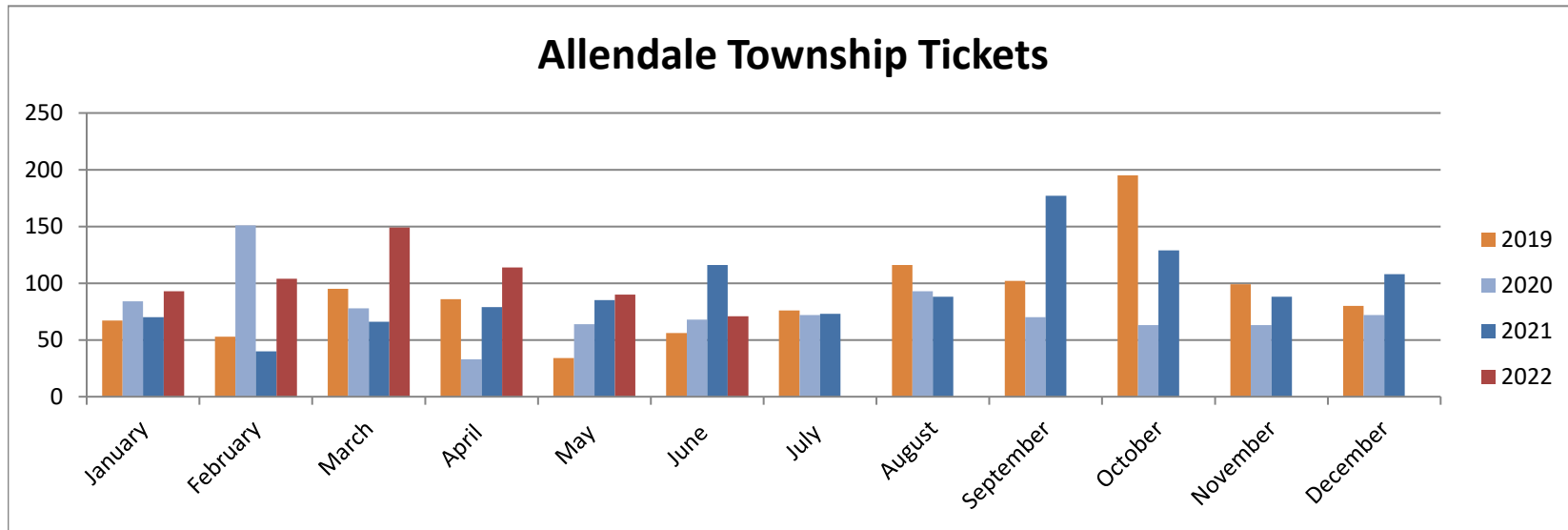
	January	February	March	April	May	June	July	August	September	October	November	December
2019	400	356	322	420	396	405	435	440	501	501	425	376
2020	366	450	300	290	389	410	414	500	458	458	454	374
2021	396	395	463	416	516	433	450	475	512	520	407	436
2022	394	399	436	420	488	460						



## Total Tickets by Month

	January	February	March	April	May	June	July	August	September	October	November	December
2019	67	53	95	86	34	56	76	116	102	195	99	80

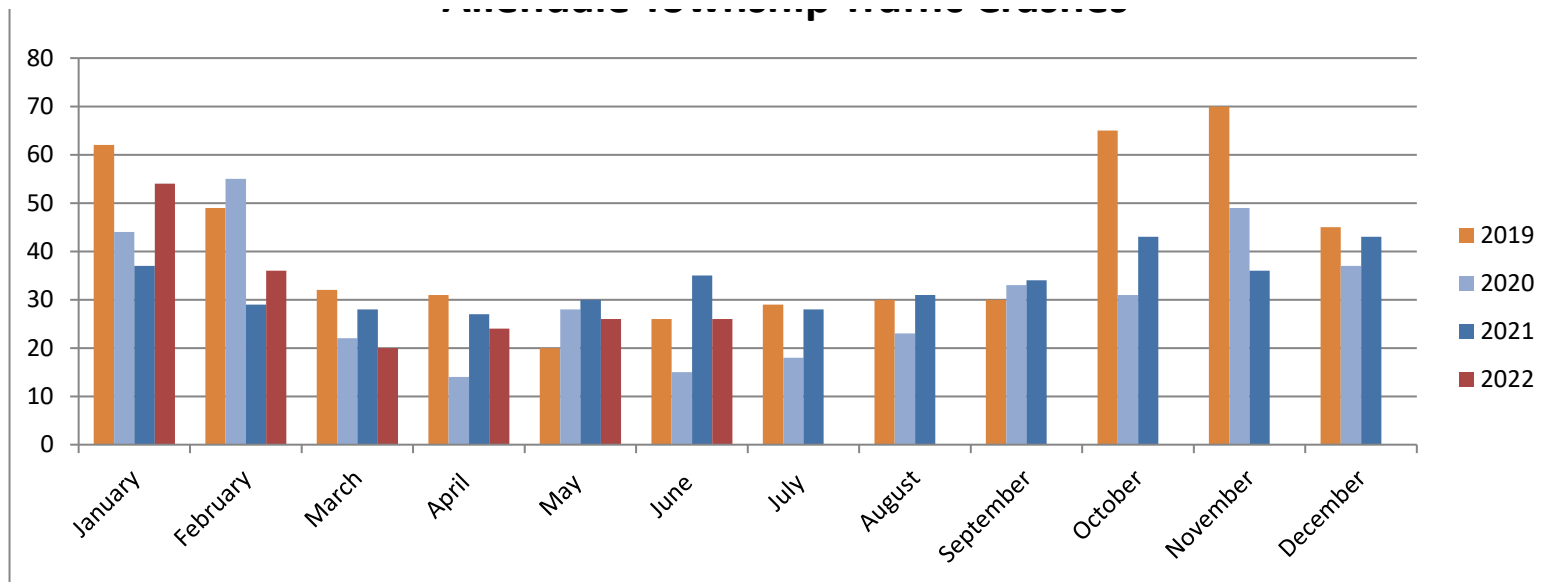
2020	84	151	78	33	64	68	72	93	70	63	63	72
2021	70	40	66	79	85	116	73	88	177	129	88	108
2022	93	104	149	114	90	71						



### Traffic Crashes

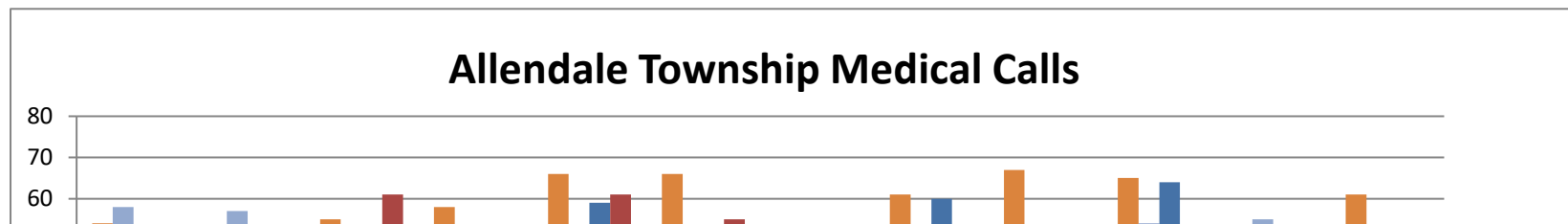
	January	February	March	April	May	June	July	August	September	October	November	December
2019	62	49	32	31	20	26	29	30	30	65	70	45
2020	44	55	22	14	28	15	18	23	33	31	49	37
2021	37	29	28	27	30	35	28	31	34	43	36	43
2022	54	36	20	24	26	26						

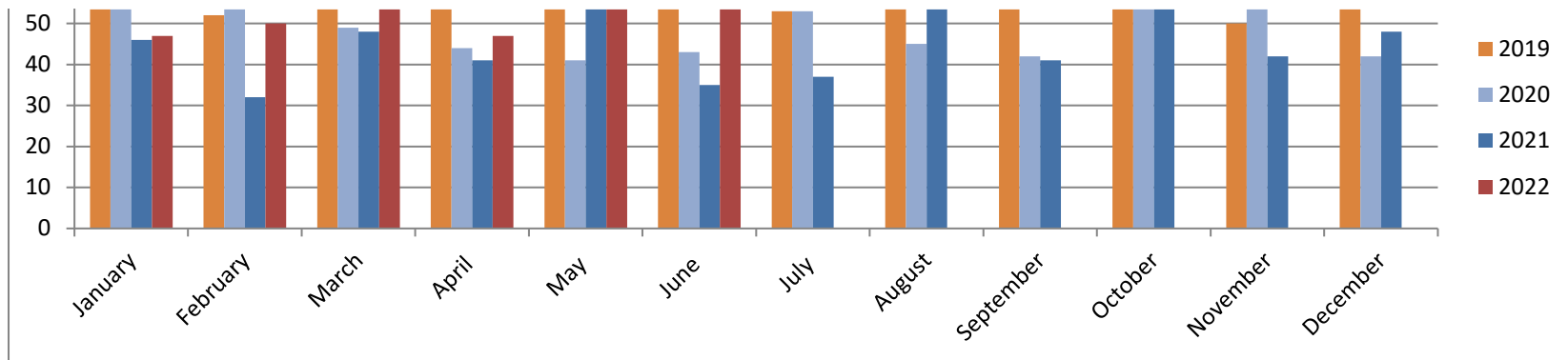
### Allendale Township Traffic Crashes



## Medical Calls

	January	February	March	April	May	June	July	August	September	October	November	December
2019	54	52	55	58	66	66	53	61	67	65	50	61
2020	58	57	49	44	41	43	53	45	42	54	55	42
2021	46	32	48	41	59	35	37	60	41	64	42	48
2022	47	50	61	47	61	55						





## Calls of Interest 2022

	January	February	March	April	May	June	July	August	September	October	November	December
B & E's	1	3	3	2	4	1						
Larcenies	7	19	15	6	7	18						
Shoplifting	0	1	0	0	4	1						
Mental	7	6	5	15	10	15						
Civil	11	11	8	12	5	8						
Assaults	5	5	3	5	3	4						
Domestic	26	13	17	20	21	25						
Animal	8	16	14	18	30	28						
Alarms	9	6	7	5	7	8						
Traffic	19	33	35	34	40	39						
Narcotics	2	0	3	1	0	1						
Weapons	0	1	4	7	3	4						

## Calls of Interest 2021

	January	February	March	April	May	June	July	August	September	October	November	December
B & E's	7	4	1	9	4	1	5	6	5	9	5	2

<b>Larcenies</b>	8	6	6	9	12	8	7	12	18	13	10	12
<b>Shoplifting</b>	0	1	1	1	0	2	0	1	1	0	1	0
<b>Mental</b>	6	2	11	5	9	11	13	12	7	13	11	12
<b>Civil</b>	6	11	8	8	6	12	10	9	9	11	2	8
<b>Assaults</b>	4	6	3	1	3	4	6	2	4	5	2	4
<b>Domestic</b>	28	22	26	15	27	31	23	14	29	23	17	26
<b>Animal</b>	18	18	15	14	10	18	17	19	16	13	9	18
<b>Alarms</b>	4	7	9	8	6	7	10	8	5	13	9	15
<b>Traffic</b>	26	34	38	41	48	37	32	37	35	41	32	45
<b>Narcotics</b>	3	2	3	1	2	8	2	3	6	3	5	1

<u>ALARM TYPE</u>	<u>MONTH</u>	<u>MAY</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE</u>	<u>CHANGE</u>
	June		2022	2021	2022
<b>MEDICAL EMERGENCIES</b>	57		377	246	131
Canceled Enroute	3		26	17	9
Squad 172 Responses	38		183	160	23
Asst. Amb.	10		83	118	-35
Lift Assist	1		5	10	-5
<b>VEHICLE ACCIDENTS WITH INJURIES</b>	8		27	22	5
Cancelled Enroute	0		0	1	-1
<b>PROPERTY DAMAGE ACCIDENTS</b>	1		8	6	2
Canceled Enroute	0		0	6	-6
<b>SMOKE/ODOR INVESTIGATION</b>	1		4	12	-8
Canceled Enroute	0		0	0	EVEN
<b>MEDICAL ALARM</b>	0		4	5	-1
Canceled Enroute	0		2	0	2
<b>FIRE ALARM</b>	7		47	46	1
Canceled Enroute	5		8	17	-9
<b>SERVICE CALL / LOCK-IN/OUT</b>	5		18	14	4
<b>MUTUAL AID/AUTOMATIC AID:</b>					
AUTOMATIC AID GIVEN:	0		4	11	-7
MUTUAL AID GIVEN:	2		14	16	-2
AUTOMATIC AID RECEIVED	2		13	10	3
MUTUAL AID RECEIVED	3		13	1	12
<b>BUILDING FIRES</b>	3		10	10	EVEN
<b>GRASS, BRUSH, WOODS</b>	0		4	5	-1
<b>TRASH, REFUSE, DUMPSTER</b>	0		3	3	EVEN
<b>VEHICLE FIRES</b>	0		2	6	-4
<b>CO ALARM</b>	2		5	7	-2
<b>GAS LEAK / WIRE DOWN</b>	0		9	12	-3
<b>NO DISPATCH</b>	2		11	8	3
<b>UNAUTHORIZED BURN</b>	0		7	5	2
<b>TOTALS</b>	107		678	603	75
	<u>Month</u>		<u>2022 to Date</u>	<u>2021 To Date</u>	<u>22/21 Change</u>
<b>Property Loss: (\$)</b>	\$285,640.00		\$531,020.00	\$975,040.00	-\$444,020.00
<b>Property Saved (\$)</b>	\$768,234		\$2,967,542	\$1,718,448	\$1,249,094.00
<b>Man Hours on Alarms</b>	452.75		2742.5	3088.5	-346
<b>Training Man Hours</b>	112.75		576.25	775	-199
Fire School / PPS / Meeting / EQ Checks / Fire Prev / Other	162		961.5	1,289	-327.5
<b>Burning Permits Issued</b>	3		103	108	-5
<b>Grand Valley Alarms</b>	7		51	40	9
<b>Off-Campus Student Housing</b>	9		80	79	1
<b>Stonebridge Senior Housing</b>	4		15	15	EVEN
<b>Green Acres</b>	5		36	18	18
<b>Atrium of Allendale</b>	7		62	24	38



## AFD - Training and Activities

## Report Filters

Activity/Training Start Date Time: is between '6/1/2022' and '6/30/2022'

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
<b>Activity/Training Event Type: Activity</b>				
06/21/2022 16:30:00	06/21/2022 19:00:00	Tuesday	PUBLIC SERVICE	2
06/21/2022 16:30:00	06/21/2022 20:30:00	Tuesday	PUBLIC SERVICE	5
06/25/2022 11:00:00	06/25/2022 13:00:00	Saturday	PROFICIENCY TESTING	3
06/25/2022 09:00:00	06/25/2022 11:00:00	Saturday	EQUIPMENT CHECKS #4	5
06/25/2022 14:00:00	06/25/2022 15:00:00	Saturday	PROFICIENCY TESTING	2
06/18/2022 07:15:00	06/18/2022 15:00:00	Saturday	LIVE FIRE TRAINING	3
06/27/2022 18:30:00	06/27/2022 19:30:00	Monday	OFFICER MEETING	11
06/28/2022 12:30:00	06/28/2022 14:00:00	Tuesday	PUBLIC SERVICE	3
06/29/2022 18:30:00	06/29/2022 19:30:00	Wednesday	PART TIME SHIFT	1
06/01/2022 09:14:50	06/30/2022 09:15:04	Wednesday	CAPTAIN PAY	1
06/01/2022 09:16:36	06/30/2022 09:16:42	Wednesday	EMS COORDINATOR	1
06/01/2022 09:17:50	06/30/2022 09:17:55	Wednesday	EMS REPORT AUDIT	1
06/01/2022 09:19:22	06/30/2022 09:19:28	Wednesday	OFFICER PAY D.C.	1
06/01/2022 09:20:44	06/30/2022 09:20:49	Wednesday	OFFICER PAY LT.	5
06/01/2022 09:23:20	06/30/2022 09:23:25	Wednesday	SERGEANT PAY	6
06/30/2022 10:00:00	06/30/2022 12:30:00	Thursday	PART TIME SHIFT	1
06/01/2022 18:00:00	06/01/2022 00:45:00	Wednesday	PART TIME SHIFT	4
06/03/2022 11:00:00	06/03/2022 12:30:00	Friday	PROBATIONARY FIREFIGHTER TRAINING	2
06/04/2022 09:00:00	06/04/2022 11:00:00	Saturday	EQUIPMENT CHECKS #1	4
06/03/2022 16:15:00	06/03/2022 18:00:00	Friday	PROBATIONARY FIREFIGHTER TRAINING	2
06/09/2022 18:45:00	06/09/2022 21:00:00	Thursday	HAZMAT MONTHLY	3
06/10/2022 11:00:00	06/10/2022 14:00:00	Friday	PUBLIC SERVICE	4
06/10/2022 18:00:00	06/10/2022 20:00:00	Friday	EQUIPMENT CHECKS #2	5

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
06/14/2022 18:00:00	06/14/2022 20:00:00	Tuesday	OFFICER CLASS TESTING	3
06/16/2022 09:15:00	06/16/2022 10:30:00	Thursday	FIRE PREVENTION	1
06/17/2022 18:00:00	06/17/2022 22:00:00	Friday	EQUIPMENT CHECKS #3	5
<b>Activity/Training Event Type: Training</b>				
06/06/2022 18:45:00	06/06/2022 21:00:00	Monday	HAZMAT REFRESHER	27
06/20/2022 18:45:00	06/20/2022 20:45:00	Monday	MEDICAL - BLOODBORN PATHOGENS/TRIAGE	9
06/20/2022 18:45:00	06/20/2022 21:45:00	Monday	VEHICLE EXTRICATION	11

Basic Shift Or Platoon (FD1.30)	Number of Runs
<b>Day of Week: 01 - Sunday</b>	
	1
A - Shift 6P SUN / 6A FRI	2
C - Shift 6P FRI / 6P SUN	7
	<b>Total: 10</b>
<b>Day of Week: 02 - Monday</b>	
A - Shift 6P SUN / 6A FRI	4
B - Shift 6A MON / 6P FRI	9
	<b>Total: 13</b>
<b>Day of Week: 03 - Tuesday</b>	
A - Shift 6P SUN / 6A FRI	7
B - Shift 6A MON / 6P FRI	12
	<b>Total: 19</b>
<b>Day of Week: 04 - Wednesday</b>	
A - Shift 6P SUN / 6A FRI	7
B - Shift 6A MON / 6P FRI	12
	<b>Total: 19</b>
<b>Day of Week: 05 - Thursday</b>	
A - Shift 6P SUN / 6A FRI	6
B - Shift 6A MON / 6P FRI	10
	<b>Total: 16</b>
<b>Day of Week: 06 - Friday</b>	
A - Shift 6P SUN / 6A FRI	5
B - Shift 6A MON / 6P FRI	6
C - Shift 6P FRI / 6P SUN	5
	<b>Total: 16</b>
<b>Day of Week: 07 - Saturday</b>	
A - Shift 6P SUN / 6A FRI	1
B - Shift 6A MON / 6P FRI	1
C - Shift 6P FRI / 6P SUN	12
	<b>Total: 14</b>
	<b>Total: 107</b>



## Alarm Analysis by District - Average Response Time AFD

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
<b>Basic Shift Or Platoon (FD1.30): (None)</b>					
22-0000668	06/26/2022 19:06:47	199, 171	Sunday	140	10
					<b>Avg: 9.60</b>
<b>Basic Shift Or Platoon (FD1.30): A - Shift 6P SUN / 6A FRI</b>					
22-0000656	06/21/2022 20:51:24		Tuesday	OUT	0
22-0000676	06/28/2022 23:42:45	170	Tuesday	120	
22-0000660	06/23/2022 01:52:02	192, 121	Thursday	160	9
	06/23/2022 05:49:00	122, 121, 192	Thursday		1
22-0000663	06/23/2022 18:26:59	122, 171, 121, 170, 176	Thursday	120	0
22-0000664	06/24/2022 01:06:26	171, 170	Friday	160	
22-0000665	06/24/2022 02:46:30	170, 171	Friday	121	11
22-0000666	06/24/2022 04:16:22	170, 171	Friday	192	12
22-0000680	06/30/2022 01:36:58	170, 171	Thursday	140	6
22-0000593	06/06/2022 23:05:49	192	Monday	140	9
22-0000577	06/01/2022 18:29:18	170, 199	Wednesday	160	
22-0000575	06/01/2022 16:55:04	171	Wednesday	190	5
22-0000578	06/02/2022 00:45:04	170, 171	Thursday	100	7
22-0000581	06/02/2022 18:30:28	170, 171	Thursday	160	8
22-0000618	06/12/2022 22:18:26	170, 171	Sunday	170	8
22-0000619	06/13/2022 00:42:22	170, 171	Monday	160	12
22-0000620	06/13/2022 05:15:20	170, 171	Monday	160	
22-0000622	06/14/2022 00:26:04	170, 171	Tuesday	128	11
	06/15/2022 05:46:54	121, 170, 171, 190, 122	Wednesday	120	5
	06/15/2022 01:29:37		Wednesday	180	
22-0000625	06/14/2022 20:40:32	170, 171	Tuesday	100	9
22-0000624	06/14/2022 18:59:32	121, 198, 141	Tuesday	180	9
22-0000631	06/15/2022 18:26:23	171, 170	Wednesday	190	5
22-0000638	06/17/2022 02:26:51	121, 192	Friday	100	12
22-0000639	06/17/2022 05:14:52	170, 171	Friday	190	8
22-0000632	06/15/2022 22:24:21	192, 121, 170, 141, 161, 122	Wednesday	110	7
22-0000633	06/15/2022 23:45:51	170, 171	Wednesday	160	10
	06/20/2022 05:36:11	171, 199, 170	Monday		9
22-0000650	06/19/2022 21:05:11	170, 171	Sunday	191	7
22-0000644	06/18/2022 02:57:28	121, 192	Saturday	190	9
22-0000653	06/21/2022 00:24:06	197, 171	Tuesday	128	11
22-0000655	06/21/2022 20:49:03	170, 171	Tuesday	120	6
					<b>Avg: 7.61</b>
<b>Basic Shift Or Platoon (FD1.30): B - Shift 6A MON / 6P FRI</b>					
22-0000657	06/22/2022 11:05:11	171	Wednesday	160	4
22-0000658	06/22/2022 12:38:13	171	Wednesday	190	4
22-0000659	06/22/2022 17:17:06	171, 122, 161, 192, 121, 181	Wednesday	120	1
22-0000654	06/21/2022 16:02:33	171	Tuesday	140	6
22-0000636	06/16/2022 12:17:21	190	Thursday	OUT	5
22-0000628	06/15/2022 09:19:29	190	Wednesday	180	
22-0000652	06/20/2022 11:12:31	171	Monday	140	7
22-0000634	06/16/2022 05:57:57	171	Thursday	100	7
22-0000637	06/16/2022 15:24:58	171	Thursday	190	6
22-0000635	06/16/2022 07:01:20	121, 170, 171, 190	Thursday	120	5
22-0000640	06/17/2022 09:24:15	170	Friday	121	3



CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
22-0000630	06/15/2022 11:47:44	171	Wednesday	160	9
22-0000629	06/15/2022 10:46:00	171	Wednesday	160	7
	06/14/2022 16:19:21	121	Tuesday	180	
22-0000601	06/09/2022 08:29:35	121, 190	Thursday	140	7
22-0000621	06/13/2022 13:59:50	170	Monday	120	3
22-0000582	06/03/2022 17:14:21	171	Friday	170	6
22-0000580	06/02/2022 16:39:02	171	Thursday	190	6
22-0000589	06/06/2022 11:14:55	171, 190	Monday	190	6
22-0000590	06/06/2022 11:49:33	171, 190	Monday	190	5
22-0000576	06/01/2022 17:10:45	171	Wednesday	192	1
22-0000579	06/02/2022 11:47:20	171	Thursday	190	4
22-0000584	06/04/2022 12:50:48	170, 171	Saturday	120	6
22-0000591	06/06/2022 13:21:09	171	Monday	128	4
22-0000594	06/07/2022 09:10:24	171	Tuesday	160	5
22-0000596	06/07/2022 09:55:17	171	Tuesday	190	5
22-0000595	06/07/2022 09:20:09	121, 190	Tuesday	140	10
22-0000597	06/07/2022 11:50:52	170	Tuesday	190	5
22-0000599	06/07/2022 17:27:04	121, 141	Tuesday	180	13
22-0000598	06/07/2022 15:42:16	171	Tuesday	190	7
22-0000592	06/06/2022 15:38:34	190	Monday	180	
22-0000600	06/08/2022 16:06:46	171	Wednesday	190	5
22-0000602	06/09/2022 13:36:04	171	Thursday	160	8
22-0000603	06/09/2022 17:20:47	171	Thursday	190	5
	06/10/2022 10:05:00	196	Friday	180	
22-0000606	06/10/2022 10:13:49	122, 171, 170, 121	Friday	100	5
22-0000604	06/10/2022 09:32:23	192, 121	Friday	140	9
22-0000673	06/28/2022 14:06:30	122, 121, 170, 190	Tuesday	120	3
22-0000677	06/29/2022 14:35:12	171	Wednesday	190	7
22-0000679	06/29/2022 17:33:40	171	Wednesday	100	6
22-0000675	06/28/2022 14:10:49	122	Tuesday	1601	12
22-0000574	06/01/2022 12:05:59	171	Wednesday	196	3
22-0000667	06/24/2022 12:41:04	171	Friday	194	6
22-0000662	06/23/2022 12:01:48	170, 171	Thursday	140	6
22-0000671	06/27/2022 18:22:12	198	Monday	120	0
22-0000669	06/27/2022 12:47:48	171	Monday	190	6
22-0000678	06/29/2022 16:23:23	198, 121, 170, 122	Wednesday	140	7
22-0000670	06/27/2022 13:56:21	171	Monday	120	4
22-0000674	06/28/2022 14:39:08	170	Tuesday	191	7
	06/28/2022 08:45:10	171	Tuesday		4
					<b>Avg: 5.63</b>
<b>Basic Shift Or Platoon (FD1.30): C - Shift 6P FRI / 6P SUN</b>					
22-0000607	06/10/2022 21:34:39	171	Friday	161	11
22-0000608	06/10/2022 21:43:38	170	Friday	170	15
22-0000609	06/11/2022 00:03:09	171, 170	Saturday	141	11
22-0000610	06/11/2022 07:28:05	170, 171	Saturday	190	11
22-0000611	06/11/2022 09:13:41	170, 171	Saturday	170	7
22-0000613	06/11/2022 14:31:16	121, 170	Saturday	170	8
22-0000612	06/11/2022 11:29:13	170, 171	Saturday	160	8
22-0000614	06/12/2022 00:33:14	197	Sunday	140	
22-0000616	06/12/2022 13:09:56	121, 141, 197, 190	Sunday	161	8
22-0000617	06/12/2022 15:01:15	171	Sunday	110	5

CAD Basic Incident Number	Basic Incident Alarm Date Time (FD1.26)	Basic Apparatus Call Sign List	Basic Incident Day Name (FD1.3)	Basic Incident Zone/District Number (FD1.32)	Basic First Apparatus Arrived At Scene Dispatch To Arrived At Scene In Minutes
22-0000586	06/04/2022 17:02:12	170, 171	Saturday	120	5
22-0000587	06/04/2022 23:09:05	170, 171	Saturday	190	8
22-0000588	06/05/2022 15:22:24	170, 171	Sunday	150	9
22-0000585	06/04/2022 13:55:09	198	Saturday	1809	7
22-0000583	06/04/2022 00:38:35	170, 171	Saturday	170	5
22-0000615	06/12/2022 11:49:07		Sunday	1 - East of Bridge	5
22-0000642	06/17/2022 20:11:08	192, 171	Friday	190	4
22-0000641	06/17/2022 18:07:00	198, 161, 192, 121, 141	Friday	140	5
22-0000646	06/18/2022 17:58:52	171, 170	Saturday	194	7
22-0000645	06/18/2022 16:30:04	171, 170	Saturday	192	7
22-0000647	06/18/2022 20:15:28	170	Saturday	170	0
22-0000648	06/19/2022 05:52:44	170, 121, 181	Sunday	120	5
22-0000649	06/19/2022 07:48:25	141, 121, 170	Sunday	190	5
22-0000643	06/17/2022 23:06:17	192	Friday	140	5
					Avg: 7.00
					Avg: 6.55

#### Report Filters

Basic Incident Date - Derived (Fd1.3): is between '6/1/2022' and '6/30/2022'



## Report Filters

Basic Incident Date Time: is between '6/1/2022' and '6/30/2022'

## Report Criteria

Incident Type (Fd1.21): Is Not Blank

Basic Incident Type Code And Description (FD1.21)	Total Incidents Percent of Incidents
<b>Incident Type Category (FD1.21): 1 - Fire</b>	
111 - Building fire	0.93%
118 - Trash or rubbish fire, contained	0.93%
	<b>Total: 1.87%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>	
300 - Rescue, EMS incident, other	0.93%
311 - Medical assist, assist EMS crew	0.93%
320 - Emergency medical service, other	0.93%
321 - EMS call, excluding vehicle accident with injury	58.88%
322 - Motor vehicle accident with injuries	7.48%
	<b>Total: 69.16%</b>
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>	
424 - Carbon monoxide incident	1.87%
444 - Power line down	0.93%
	<b>Total: 2.80%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>	
542 - Animal rescue	1.87%
552 - Police matter	0.93%
553 - Public service	1.87%
554 - Assist invalid	0.93%
571 - Cover assignment, standby, moveup	1.87%
	<b>Total: 7.48%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>	
611 - Dispatched and cancelled en route	1.87%
6110 - Dispatched and cancelled en route (Medical)	2.80%
6111 - Dispatched and cancelled en route (Fire Alarm)	3.74%
622 - No incident found on arrival at dispatch address	0.93%
651 - Smoke scare, odor of smoke	0.93%
	<b>Total: 10.28%</b>
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>	
7001 - Dispatch Error (Never Dispatched)	1.87%
733 - Smoke detector activation due to malfunction	1.87%
735 - Alarm system sounded due to malfunction	0.93%
745 - Alarm system activation, no fire - unintentional	3.74%
	<b>Total: 8.41%</b>
	<b>Total: 100.00%</b>

## AFD Incident Type Report (Summary)

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
22-0000616	13:08:44	C - Shift 6P FRI / 6P SUN	111 - Building fire	Automatic aid received		
22-0000641	18:06:38	C - Shift 6P FRI / 6P SUN	118 - Trash or rubbish fire, contained	Automatic aid received		
						<b>Total: 0.00%</b>
<b>Count: 2</b>						
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
22-0000650	21:04:06	A - Shift 6P SUN / 6A FRI	300 - Rescue, EMS incident, other	None		
22-0000633	23:45:01	A - Shift 6P SUN / 6A FRI	311 - Medical assist, assist EMS crew	None		
22-0000668	19:03:59		320 - Emergency medical service, other	None		
22-0000574	12:05:46	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000575	16:54:40	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000576	17:09:47	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000578	00:43:31	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000579	11:46:09	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000580	16:37:12	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000581	18:27:36	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000583	00:37:38	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000584	12:49:46	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000585	13:53:56	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	Other aid given		
22-0000586	17:00:18	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000587	23:07:54	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000588	15:20:17	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000589	11:13:08	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000590	11:48:03	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000591	13:19:50	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000594	09:09:13	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000595	09:19:52	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000596	09:54:45	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000597	11:47:00	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000598	15:40:28	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000600	16:04:47	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000602	13:35:54	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000603	17:20:00	B - Shift 6A MON	321 - EMS call, excluding	None		



Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
		/ 6P FRI	vehicle accident with injury			
22-0000607	21:34:30	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000608	21:41:39	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000609	00:01:02	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000610	07:26:01	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000612	11:26:46	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000617	14:58:18	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000618	22:18:19	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000619	00:40:34	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000622	00:23:56	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000625	20:38:20	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000629	10:43:45	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000630	11:47:28	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000631	18:24:33	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000634	05:57:31	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000635	07:00:46	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000637	15:22:58	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000639	05:10:07	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000640	09:20:08	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000642	20:09:11	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000645	16:26:45	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000646	17:57:15	C - Shift 6P FRI / 6P SUN	321 - EMS call, excluding vehicle accident with injury	None		
22-0000651	05:44:50	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000652	11:11:16	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000653	00:20:19	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000654	15:59:27	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000655	20:47:11	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000657	11:01:49	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000658	12:37:47	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000662	11:59:57	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000665	02:46:23	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000666	04:13:00	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
22-0000667	12:39:30	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000669	12:46:37	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000670	13:53:51	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000672	08:49:00	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000674	14:36:15	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000677	14:32:51	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000679	17:32:57	B - Shift 6A MON / 6P FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000680	01:34:12	A - Shift 6P SUN / 6A FRI	321 - EMS call, excluding vehicle accident with injury	None		
22-0000606	10:13:00	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	Mutual aid received		
22-0000627	05:46:54	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	None		
22-0000648	05:52:09	C - Shift 6P FRI / 6P SUN	322 - Motor vehicle accident with injuries	None		
22-0000659	17:15:51	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	Mutual aid received		
22-0000661	05:50:00	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	None		
22-0000663	18:26:40	A - Shift 6P SUN / 6A FRI	322 - Motor vehicle accident with injuries	None		
22-0000673	14:06:25	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	None		
22-0000678	16:21:37	B - Shift 6A MON / 6P FRI	322 - Motor vehicle accident with injuries	None		
						<b>Total: 0.00%</b>
<b>Count: 74</b>						
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
22-0000593	23:03:59	A - Shift 6P SUN / 6A FRI	424 - Carbon monoxide incident	None		
22-0000614	00:33:01	C - Shift 6P FRI / 6P SUN	424 - Carbon monoxide incident	None		
22-0000643	23:05:39	C - Shift 6P FRI / 6P SUN	444 - Power line down	None		
						<b>Total: 0.00%</b>
<b>Count: 3</b>						
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
22-0000647	20:15:20	C - Shift 6P FRI / 6P SUN	542 - Animal rescue	None		
22-0000660	01:51:45	A - Shift 6P SUN / 6A FRI	542 - Animal rescue	None		
22-0000582	17:14:05	B - Shift 6A MON / 6P FRI	552 - Police matter	None		
22-0000613	14:28:08	C - Shift 6P FRI / 6P SUN	553 - Public service	None		
22-0000671	18:22:06	B - Shift 6A MON / 6P FRI	553 - Public service	None		
22-0000611	09:13:02	C - Shift 6P FRI / 6P SUN	554 - Assist invalid	None		
22-0000636	12:17:07	B - Shift 6A MON / 6P FRI	571 - Cover assignment, standby, moveup	Mutual aid given	Wright-Tallmadge Fire Dept	
22-0000675	14:10:00	B - Shift 6A MON / 6P FRI	571 - Cover assignment, standby, moveup	None		
						<b>Total: 0.00%</b>
<b>Count: 8</b>						

Basic Incident Number (FD1)	Basic Incident Actual Time	Basic Shift Or Platoon (FD1.30)	Basic Incident Type Code And Description (FD1.21)	Basic Aid Given Or Received (FD1.22)	Basic Aid Given Their Fire Department Name (FD1.23)	Total Incidents Percent of Incidents
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
22-0000605	10:04:24	B - Shift 6A MON / 6P FRI	611 - Dispatched and cancelled en route	None		
22-0000620	05:13:41	A - Shift 6P SUN / 6A FRI	611 - Dispatched and cancelled en route	None		
22-0000577	18:28:06	A - Shift 6P SUN / 6A FRI	6110 - Dispatched and cancelled en route (Medical)	None		
22-0000664	01:05:47	A - Shift 6P SUN / 6A FRI	6110 - Dispatched and cancelled en route (Medical)	None		
22-0000676	23:42:40	A - Shift 6P SUN / 6A FRI	6110 - Dispatched and cancelled en route (Medical)	None		
22-0000592	15:37:45	B - Shift 6A MON / 6P FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0000623	16:18:23	B - Shift 6A MON / 6P FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0000626	01:29:25	A - Shift 6P SUN / 6A FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0000628	09:17:55	B - Shift 6A MON / 6P FRI	6111 - Dispatched and cancelled en route (Fire Alarm)	None		
22-0000621	13:59:13	B - Shift 6A MON / 6P FRI	622 - No incident found on arrival at dispatch address	None		
22-0000632	22:24:06	A - Shift 6P SUN / 6A FRI	651 - Smoke scare, odor of smoke	Mutual aid received		
						<b>Total: 0.00%</b>
<b>Count: 11</b>						
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
22-0000615	11:47:31	C - Shift 6P FRI / 6P SUN	7001 - Dispatch Error (Never Dispatched)	None		
22-0000656	20:51:24	A - Shift 6P SUN / 6A FRI	7001 - Dispatch Error (Never Dispatched)	None		
22-0000638	02:26:06	A - Shift 6P SUN / 6A FRI	733 - Smoke detector activation due to malfunction	None		
22-0000644	02:56:46	A - Shift 6P SUN / 6A FRI	733 - Smoke detector activation due to malfunction	None		
22-0000601	08:27:34	B - Shift 6A MON / 6P FRI	735 - Alarm system sounded due to malfunction	None		
22-0000599	17:26:59	B - Shift 6A MON / 6P FRI	745 - Alarm system activation, no fire - unintentional	None		
22-0000604	09:28:27	B - Shift 6A MON / 6P FRI	745 - Alarm system activation, no fire - unintentional	None		
22-0000624	18:58:58	A - Shift 6P SUN / 6A FRI	745 - Alarm system activation, no fire - unintentional	None		
22-0000649	07:47:08	C - Shift 6P FRI / 6P SUN	745 - Alarm system activation, no fire - unintentional	None		
						<b>Total: 0.00%</b>
<b>Count: 9</b>						
						<b>Total: 0.00%</b>
<b>Count: 107</b>						

## AFD Aid Given/Received Report

Incident Number	Basic Incident Date Time	Basic Incident Day Name (FD1.3)	Basic Incident Full Address	Aid Given Or Received	Automatic Aid Received Departments
<b>Department Name: (None)</b>					
22-0000585	06/04/2022 13:53:56	Saturday	3142 RIVER HILL Marne MI 49435	Other aid given	
22-0000606	06/10/2022 10:13:00	Friday	96TH Allendale MI 49401	Mutual aid received	Robinson Township Fire Dept
22-0000616	06/12/2022 13:08:44	Sunday	4570 OAKLAND Allendale MI 49401	Automatic aid received	Coopersville/Polkton Fire Dept., Georgetown Township, Robinson Township Fire Dept, Wright-Tallmadge Fire Dept
22-0000632	06/15/2022 22:24:06	Wednesday	10510 88TH Allendale MI 49401	Mutual aid received	Blendon Township Fire Dept, Olive Township Fire Dept
22-0000641	06/17/2022 18:06:38	Friday	6524 ELWOOD South Allendale MI 49401	Automatic aid received	Blendon Township Fire Dept, Wright-Tallmadge Fire Dept, Georgetown Township
22-0000659	06/22/2022 17:15:51	Wednesday	68TH Allendale MI 49401	Mutual aid received	Blendon Township Fire Dept, Wright-Tallmadge Fire Dept
				<b>Count: 6</b>	
<b>Department Name: Wright-Tallmadge Fire Dept</b>					
22-0000636	06/16/2022 12:17:07	Thursday	Marne MI 49435	Mutual aid given	
				<b>Count: 1</b>	
				<b>Count: 7</b>	

## AFD NFIRS Run Data Report - Hour of Day

Hour of Day	Number of Runs
00:00:00 - 00:59:59	7
01:00:00 - 01:59:59	4
02:00:00 - 02:59:59	3
04:00:00 - 04:59:59	1
05:00:00 - 05:59:59	7
07:00:00 - 07:59:59	3
08:00:00 - 08:59:59	2
09:00:00 - 09:59:59	7
10:00:00 - 10:59:59	3
11:00:00 - 11:59:59	10
12:00:00 - 12:59:59	6
13:00:00 - 13:59:59	6
14:00:00 - 14:59:59	6
15:00:00 - 15:59:59	5
16:00:00 - 16:59:59	6
17:00:00 - 17:59:59	8
18:00:00 - 18:59:59	7
19:00:00 - 19:59:59	1
20:00:00 - 20:59:59	5
21:00:00 - 21:59:59	3
22:00:00 - 22:59:59	2
23:00:00 - 23:59:59	5
<b>Total: 107</b>	

# Allendale

CHARTER TOWNSHIP

"Where community is more than just a concept!"

## Zoning Board of Appeals

### Variance Application

Submission Date: \_\_\_\_\_

Property Owner:			
Mailing Address:			
Phone Number:		Cell Phone:	
Email Address:		Fax:	
Owner's Signature:			

Applicant Name: (if not owner)			
Mailing Address:			
Phone Number:		Cell Phone:	
Email Address:		Fax:	
Applicant's Signature:			

Who is the responsible party for future invoices? Check one:

<input type="checkbox"/>	Property Owner	<input type="checkbox"/>	Applicant
--------------------------	----------------	--------------------------	-----------

#### **1. Property Information:**

Address of Property:					
Permanent Parcel Number:	-	-	-	-	
Legal Description of Property (or attach to the application):					
Lot Area:		Lot Depth:		Lot Width:	
Current Zoning of Parcel:		Current Use of Parcel:			



List all deed restrictions:	

- Please include a site plan that includes:
  - a. Boundaries of property and location within the Township.
  - b. Any proposed structures with setbacks from the property lines.
  - c. Present zoning of the property and abutting properties.
  - d. Location of existing structures on abutting properties.

**2. Detailed Request** – If, for any question, additional space is needed, please attach additional pages.

Please check one of the boxes below to indicate the type of request you are applying for:

<input type="checkbox"/> Dimensional Variance	<input type="checkbox"/> Appeal of Administrative Interpretation
---	--

Detailed request:	

Please mark below the requirement(s) which are the subject of the variance request.

<input type="checkbox"/> Setback	<input type="checkbox"/> Signs	<input type="checkbox"/> Lot Coverage	<input type="checkbox"/> Loading Space
<input type="checkbox"/> Front	<input type="checkbox"/> Size	<input type="checkbox"/> Obscuring Wall/Fence	<input type="checkbox"/> Height
<input type="checkbox"/> Side	<input type="checkbox"/> Area Requirements	<input type="checkbox"/> Off-Street Parking	<input type="checkbox"/> Rear
<input type="checkbox"/> Other (Please Specify):			

Please mark below the characteristic(s) of your property which necessitate the granting of your request.

<input type="checkbox"/> Too Narrow	<input type="checkbox"/> Elevation	<input type="checkbox"/> Soil
<input type="checkbox"/> Too Small	<input type="checkbox"/> Slope	<input type="checkbox"/> Subsurface
<input type="checkbox"/> Too Shallow	<input type="checkbox"/> Shape	<input type="checkbox"/> Other (Please Specify):

**3. Justification**

Justification for granting the requested variance/modification. The applicant must show that strict application of the provisions of the Zoning Ordinance to the property would result in practical difficulties of unnecessary hardships inconsistent with the general purpose and intent of the ordinance. For the Board of Appeals to determine whether unnecessary hardship exists, the applicant should provide answers to each of the following questions:

- a. Can the property in question be used in a manner permitted by the Zoning Ordinance if a variance/modification is not granted?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If not, what unnecessary hardship will result?	

- b. To the best of your knowledge, can you affirm that the hardship described above was not created by an action of anyone having property interests in the land after the Zoning Ordinance or applicable part thereof became law? (self-imposed hardships are not entitled to variances)

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If no, please explain:	

- c. Will strict application of the terms of the ordinance deny use of the property for any purpose to which it is reasonably adapted?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please explain:	

- d. Is the requested variance/modification due to unique circumstances present on your property?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please explain the unique conditions:	

- e. Would granting the variance/modification be contrary to the adopted Master Plan?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If yes, please explain:	



- f. Would granting the variance/modification ensure that the spirit of the ordinance is observed, public safety secured, and substantial justice done?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

Please explain:	

- g. Would granting the variance/modification, in effect, be rezoning this property to allow a use that otherwise is not permitted in this zoning district?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

Please explain:	

**4. Impact on Surrounding Properties**

- a. How do you propose to minimize any potential negative impacts which your proposed variance may cause?

Please explain:	

**5. Affidavit**

I acknowledge that if the request is granted or other decisions favorable to me are rendered upon this appeal, this decision does not relieve me from compliance with all other provisions of the ordinance.

I also certify that the information provided is correct to the best of my knowledge and hereby appeal to the Zoning Board of Appeals.

--	--

Applicant Signature

Date

- Please include 5 sets of the submittal and 1 electronic copy for staff review along with your application and escrow fee. (When ready for submission to the Zoning Board of Appeals, smaller than typical plans are allowed when they can be easily interpreted and are to scale.)
- Please see Resolution 2011-2 for our full escrow fee policy. If you would like a copy of this policy, it is available online or by request at the Township office.
- If your escrow is not kept up to date, according to our policy, the Township reserves the right to withhold approval of your project, issue a stop work order, or withhold final occupancy until the escrow balance is made current.

For Office Use Only

Date Received:			
Amount Paid:		Check No:	

## Allendale Charter Township Zoning Ordinance

### Sec. 28.04 VARIANCES; POWERS AND STANDARDS.

The Board of Appeals shall have the power to hear and decide in accordance with the provisions of this ordinance any request for interpretation of the Zoning Ordinance, requests for variances, and decide any special questions on which the Board is authorized to pass. The Board shall have the power to authorize, upon appeal in specific cases, such variances from the provisions or requirements of this ordinance as will not be contrary to the public interest, but only in such cases where the Board finds beyond a reasonable doubt that owing to special conditions pertaining to a specific piece of property, the literal enforcement of the provisions or requirements of this ordinance would cause practical difficulty and where it finds that all of the following facts and conditions exist:

- A. That compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk or density would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome.
- B. That the granting of the variance applied for would do substantial justice to the applicant, as well as to other property owners in the district, or whether a lesser relaxation than that applied for would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners.
- C. That the plight of the landowner is due to the unique circumstances of the property.
- D. That the problem is not self-created, nor created by the applicant's predecessor in interest.
- E. That granting the variance will insure that the spirit of the ordinance is observed, public safety secured, and substantial justice done.

# Allendale

## CHARTER TOWNSHIP

*"Where community is more than just a concept!"*

July 18, 2022

Township Board of Trustees:

Last Fall our Department Heads were talking about our Golden Rule mentality and commitment to becoming an example of Government Done Right. In that discussion we developed the idea of recognizing our employees when they go above and beyond what is expected in their role. At each of our Department Head meetings we now ask if anyone on our teams has taken extra steps to live into this.

In July, Shelly DeVormer was recognized for going above and beyond exemplary customer service at the library. On a cold winter day, Shelly noticed a patron who she knew from past jobs, walking outside in the library's parking lot. This patron was walking in circles, and Shelly was concerned. After getting permission from Mary to make sure this patron was okay, Shelly put her coat on and walked up to her and asked if everything was okay. Shelly and this patron had a good conversation, and it was simply that she was lonely and needed to get out to go for a walk. The fact that Shelly simply wanted to make sure she was okay, shows her compassion and empathy towards others. When Shelly was recognized for this interaction, she simply stated, "it is just what I do." You can clearly see, Shelly naturally lives by the Golden Rule.

Shelly was given a framed award and Wally, our plush wombat "mascot," will be at the library until the next employee is recognized.

Sincerely,

*Mary Cook*

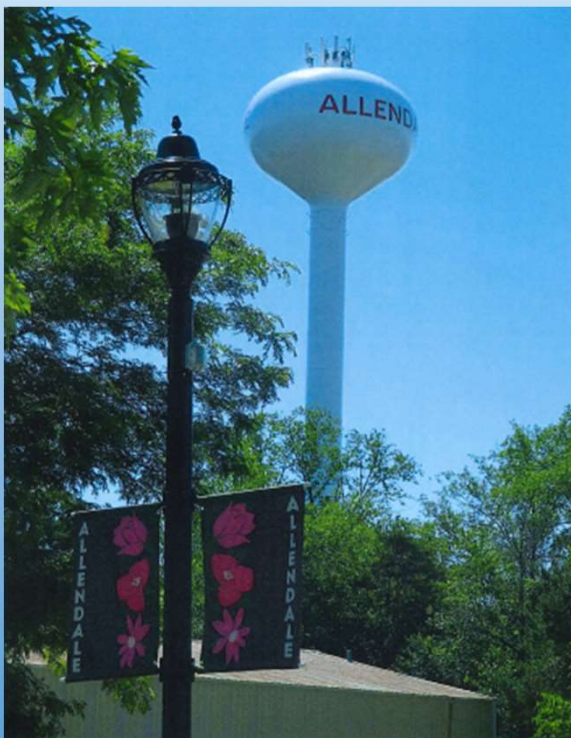
Mary Cook  
Library Director





# ALLENDALE PUBLIC UTILITIES

## 2021 YEAR IN REVIEW



# DEPARTMENT PERSONNEL



SUPERINTENDENT: Chad E. Doornbos

Licenses: Water Distribution "S-1"  
Wastewater "A, B, C & D"



WATER SUPERVISOR: Garry Scholten, Jr.

Licenses: Water Distribution "S-2"  
Wastewater "C & D"



WASTEWATER SUPERVISOR: Gary Nestle

Licenses: Water Distribution "S-4"  
Wastewater "B,C,D"



PUBLIC UTILITY OPERATOR: Ryan Vander Ploeg

Licenses: Water Distribution "S-4"  
Wastewater "C, D"



PUBLIC UTILITY OPERATOR: Rob Lamb

Licenses: Water Distribution "S-4"



PUBLIC UTILITY OPERATOR: Cody Brow



PUBLIC UTILITY OPERATOR: Mike Brummel



PUBLIC UTILITY OPERATOR: Shawn Hoover





UTILITY FIELD INSPECTOR: Jon Currier

Licenses: Water Distribution "S-4"



LAB TECHNICIAN: Tyler Vereeke



ASSISTANT MAINTENANCE TECHNICIAN: Sally Chase



CUSTODIAL ASSITANT: Brent Hotz

## OPERATIONS

The wastewater treatment plant is staffed from the hours of 7:00am to 4:00pm Monday through Friday. The schedule for the part-time staff varies. On weekends, one operator is on call and works both Saturday and Sunday performing daily required work which includes lab tests, recording meter readings, and checking on the many automated functions of the wastewater plant to ensure proper operation. The operator is also available twenty-four (24) hours a day for emergency calls for the following week. These emergency call-outs/after hour events can range anywhere from a Miss Dig to a very complex issue such as a lift station failure or a watermain break. All of our critical points are monitored by an alarm system which will alert the on-call person via text and email to their phone.

There are five major components of the water and sewer department. They consist of the water distribution system, the wastewater treatment plant, the sewer collection system, construction projects and Miss Digs. I will discuss each of these in the following paragraphs in more detail.

First, the water distribution system consists of 69.5 miles of water main, the appurtenances, two water towers, two pumping stations and two pressure reducing valve buildings. Three times per month water samples from various distribution points are tested for chlorine residual and taken to the City of Grand Rapids Lake Michigan Filtration Plant for bacterial analysis. For our valve exercising and hydrant flushing program, we have broken the township into seven quadrants. Each year we attempt to complete one to two quadrants. This ensures that valves and hydrants are working in an emergency situation. We are also required by the EGLE to have a Lead and Copper and Cross Connection Control Program.

Second is the wastewater side of the operations. There are many things that are going on here also. We treat approximately 1.35 million gallons of sewage daily. This is no easy task considering all the equipment involved and the maintenance that goes along with it. In order for us to meet our discharge limits, we have to treat the sewage to limits set by EGLE. On a daily basis we test for chlorine residual, total coliforms, pH, dissolved oxygen, suspended and volatile solids, phosphates, and biochemical oxygen demand. As part of the treatment process, we also operate an Anaerobic Digester. We are able to generate biogas through this process to reheat the digester. As part of our permit, we are required to have an Industrial Pretreatment Program. This program allows us to monitor our industrial sites for compliance to State and Federal regulations for wastewater that is discharged to our facility or under our permit. Allendale currently have two facilities under our Industrial Pretreatment.

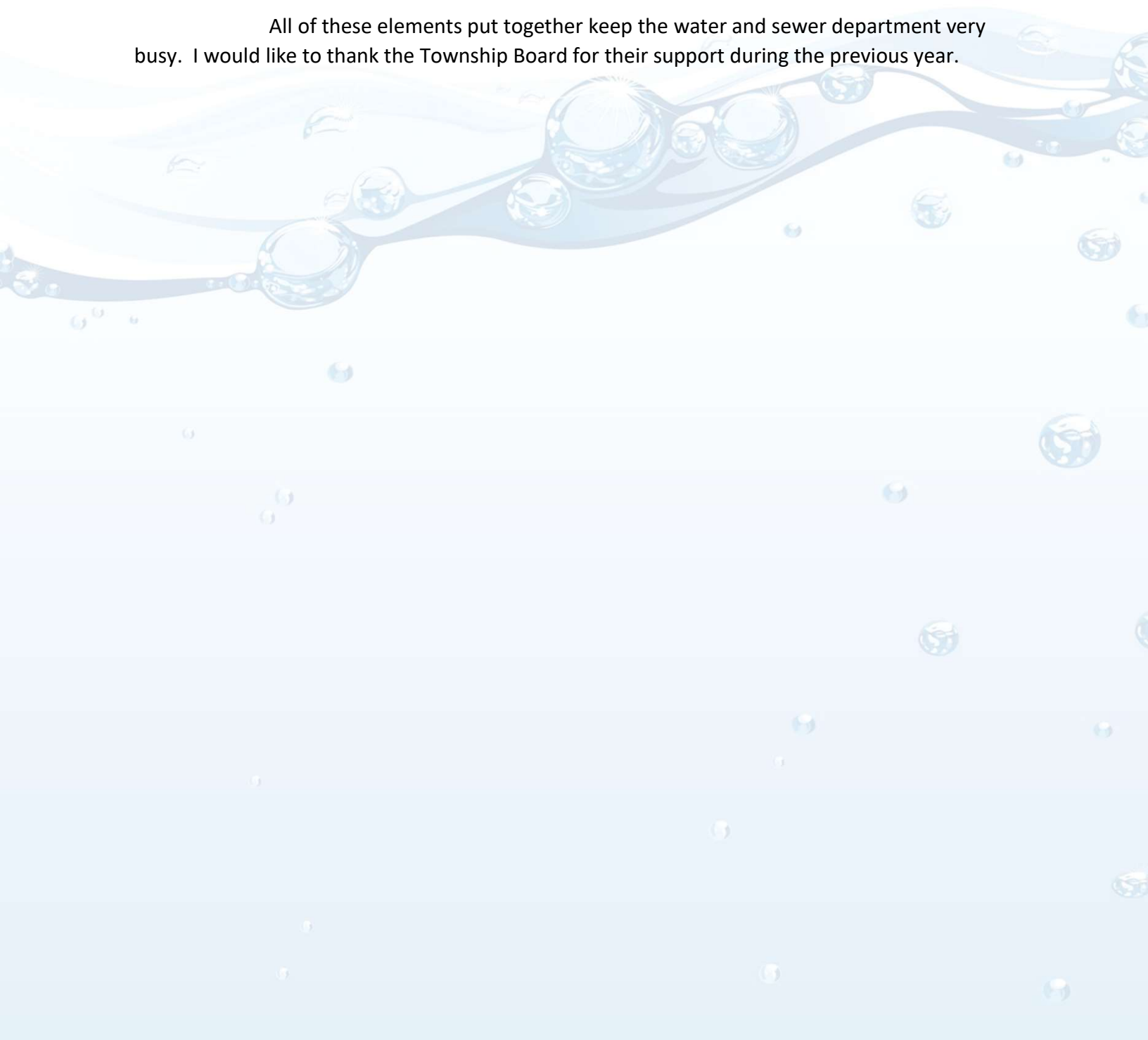
A third component of our operations is the collection system for the sewage. We currently have seven lift stations. Each lift station has two pumps to give redundancy. There is also 49.8 miles of sewer main that we are responsible for. The Township is currently split into six quadrants and we inspect one quadrant per year. This helps us identify any problems that may be occurring within the pipes and manholes.



Fourth, there is the construction aspect of the department. We work alongside Fleis and Vandenbrink from the start of a project to the end of a project. The work that is performed here consists of reviewing projects so they will conform to the Allendale construction requirements, inspection as the project is being installed, and final completion inspections to ensure that the township does not have to go back and do repairs on sub-par construction practices.

And the fifth and final aspect of the department is the Miss-Digs. This is the marking of our utilities so they do not get hit in the excavation phase of construction. As part of this, there is the ongoing mapping of our water system. This is done through GPS to pinpoint our utilities and get them onto the GIS system that we will be transitioning to. Our sewer system is already in the GIS system thanks to the work done for the SAW Grant.

All of these elements put together keep the water and sewer department very busy. I would like to thank the Township Board for their support during the previous year.



# ALLENDALE PUBLIC UTILITIES

## 2021 IN REVIEW

2021 was another year of changes in the utility department. In looking at the growth of our utilities, it was determined that we should re-evaluate our staffing needs. It was determined that having a fifth operator would give us more flexibility with the changing staffing levels we have had over the last few years. The Assistant Operator Position was put on hiatus for the time being. We promoted Mike Brummel from Assistant Operator to Public Utility Operator and welcomed Shawn Hoover to the team as our fifth Public Utility Operator.

The big news for 2021 was the completion of the administration building and the equipment storage building at the Water Resource Recovery Facility (WRRF). These two buildings have given us the much-needed space for our staff and our equipment. We would like to thank the board for their continued support through these projects. The WRRF staff spent much of the year refining treatment processes and monitoring our supplies of PPE and chemicals. With the supply chain interruptions, we have had to order our supplies and chemicals far in advance to ensure we would have it when necessary. While looking at reducing the cost of our chemicals, we continued working with ferric chloride for our phosphorus and hydrogen sulfide removal and poly alum for secondary settling. Maintenance at the facility was generally routine with no major issues this year.

With guidance from our asset management program, we lined 3,214.7 ft of thin-walled truss pipe. This lining will strengthen the pipe and extend its life expectancy. We also began work on the park lift station and water tower area. The lift station work includes a replacement generator, a new control building, and the moving of the controls from the bottom of can lift station to the new control building. This will give our staff the protection from the weather when working on the electrical controls. A second part to this project is securing the water tower. This entailed obtaining some additional property and new fencing in the area around the water tower and lift station. We would like to give a special thank you to the DDA for their support in this project.

In 2021 we wrapped up the refurbishment of the M-45 Booster station. We would like to give a special thank you to the DDA for their contribution to this project also. Lead and Copper is still a focal point in the drinking water world. As part of Lead and Copper Program, we are required to do a service line inventory of our system. This entails exposing the service line and taking pictures. This project is to be completed by 2025. As most of our system was put in after 1986, we do not have any lead service lines in the ground but are still required to do the inventory.

The Township purchases fully treated water from the City of Grand Rapids. This year we purchased 753 million gallons which is a 4.45% increase over the year 2020. In looking at the growth of the township over the last ten (10) years, we have seen the demand for water increase 27.6%. This coincides with the approximate population growth of 25%. Of the 753 million gallons of water that was purchased, 431 million gallons was returned and treated at the WRRF. This reflects a 2.74% increase from 2020. See Appendix A. Appendix B shows our water purchased from the City of Grand

Rapids since 2005, and then broke down to each month of the year. This trending shows our continued growth, but more represents the seasonal trending over the year.

Construction year 2021 saw a couple of new projects. The projects included installation of watermain on 92<sup>nd</sup> Ave and installation of a short piece of sewer main at 48<sup>th</sup> and Lake Michigan Dr. The chart shown in Appendix C reflects the annual developer contribution to the overall assets of the Public Utility Department.

In looking at water meters and customer accounts, it was reported that the water department installed 135 new meters. With the interruption in the supply chain, we were forced to suspend our retrofitting program in lieu of new installs and repairs.

In reviewing the financials for the department, the year 2021 saw an increase to our overall cash funds in the amount of \$1,348, 481. A CD with a value of \$274,257 was added back into the operating fund with an increase of \$1,074,223 from fiscal year 2021 budget. The available cash on hand is \$6,983,737. As we continue working through our capital improvement projects, we will have funds available to pay cash for some of these projects. A good practice is to have one year's expenses in the bank. We are currently holding enough in the bank to meet this goal. At the end of 2021 the dept for water and sewer is \$7,832,933 million spread over two water bonds at \$1,361,521 and two sewer bonds at \$6,426,412.

In closing out 2021, we are continuing to plan for the expansion of the WRRF. We are continuing to look for new and innovative ways to treat sewage and manage the bio-solids from the process. The goal of the utilities is to provide safe drinking water to our residents and protect the environment through the treatment of wastewater.

The safety program is continuing to stay strong as we strive to make Allendale Township a safe place to work. We are satisfying all the requirements for OSHA required safety trainings. In 2021 there were no reportable injuries. Thank you to all of those who set up our trainings, hold us to a higher expectation, and everyone who follows the safety rules to make Allendale Public Utilities a safe place to work.

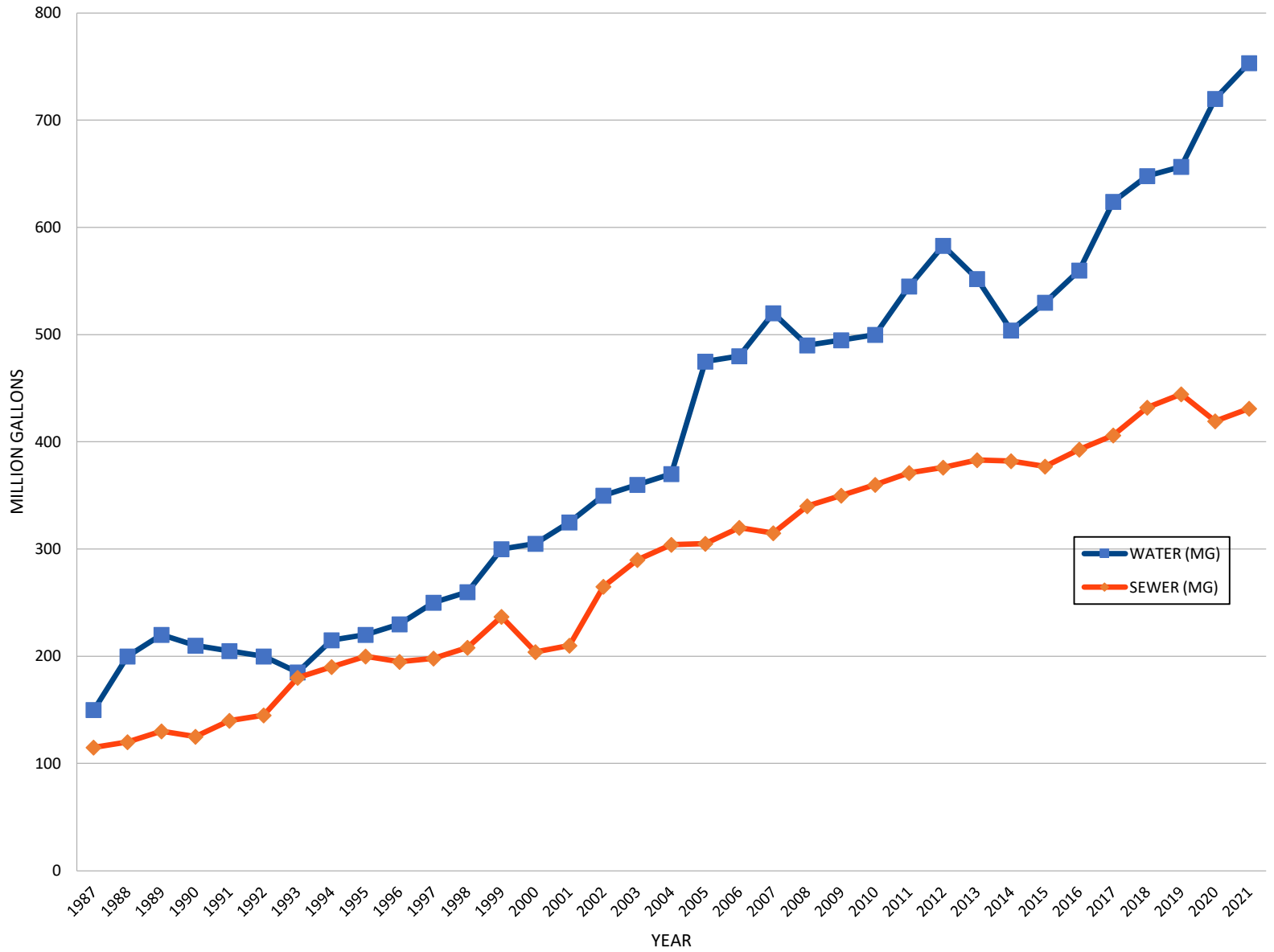
Appendix E shows our current treatment process at the WRRF. The second picture in the appendix shows the different sampling points. Appendix F reflects the Nereda Process that we are working on for the new treatment process. We will continue to refine the design over the next few years in preparation for Phase II of our expansion.

# APPENDIX A

## Allendale Water and Sewer Flows

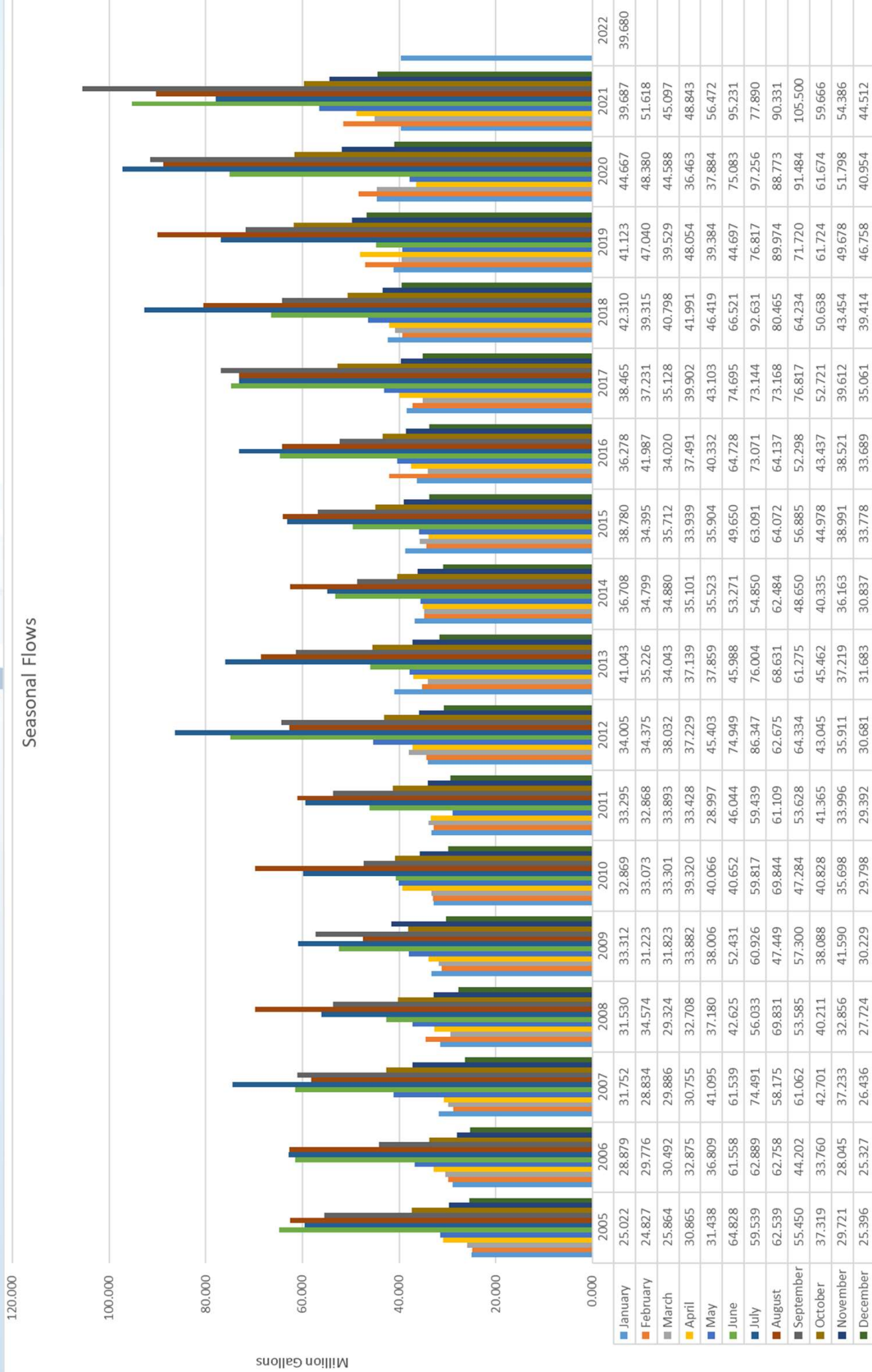
YEAR	WATER (MG)	% Change	SEWER (MG)	% Change
1987	150		115	
1988	200		120	
1989	220		130	
1990	210		125	
1991	205		140	
1992	200		145	
1993	185		180	
1994	215		190	
1995	220		200	
1996	230		195	
1997	250		198	
1998	260		208	
1999	300		237	
2000	305		204	
2001	325		210	
2002	350		265	
2003	360		290	
2004	370		304	
2005	475		305	
2006	480		320	
2007	520		315	
2008	490		340	
2009	495		350	
2010	500		360	
2011	545		371	
2012	583		376	
2013	552		383	
2014	504		382	
2015	530		377	
2016	560		393	
2017	624		406	
2018	648		432	
2019	656.607	1.31	444.5803	2.83
2020	719.944	8.80	419.1976	-6.06
2021	753.462	4.45	430.9980	2.74

ALLENDALE WATER AND SEWER FLOWS (MG)



# APPENDIX B

Seasonal Flows





## ALLENDALE PUBLIC UTILITIES

### 2021 Water and Sewer Main Installation Totals

2020 System Total:	Watermain	=	363,945	ft	68.93	Miles			
	Sewer Main	=	262,576	ft	49.73	Miles			

#### WATERMAIN

Pipe Value per Foot	8"=	\$70.00	/ft	10" =	\$90.00	/ft			
	12"=	\$100.00	/ft	16" =	\$120.00	/ft			

Project	8"	Value	12"	Value	16"	Value	Project Total	Bill of sale or Record Drawings Received
92nd Ave Extension	2195	\$153,650.00					\$153,650.00	8/25/2021
92nd Ave Allendale Portion	610	\$40,000.00		\$0.00			\$40,000.00	8/25/2021
				\$0.00			\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
Totals:	2,805	\$153,650.00	0	\$0.00			\$193,650.00	

#### SEWER MAIN

Pipe Value per Foot	8"=	\$80.00	/ft	15" =	\$130.00	/ft			
	10" =	\$90.00	/ft	18" =	\$140.00	/ft			
	12" =	\$110.00	/ft	21"=	\$155.00	/ft			

Project	8"	Value	10"	Value	12"	Value	Project Total	Bill of sale or Record Drawings Received
BP	354	\$28,320.00					\$28,320.00	12/4/2021
Totals:	354	\$28,320.00	0	\$0.00			\$28,320.00	

2021 System Total:	Watermain	=	366,750	ft	69.46	Miles			
	Sewer Main	=	262,930	ft	49.80	Miles			

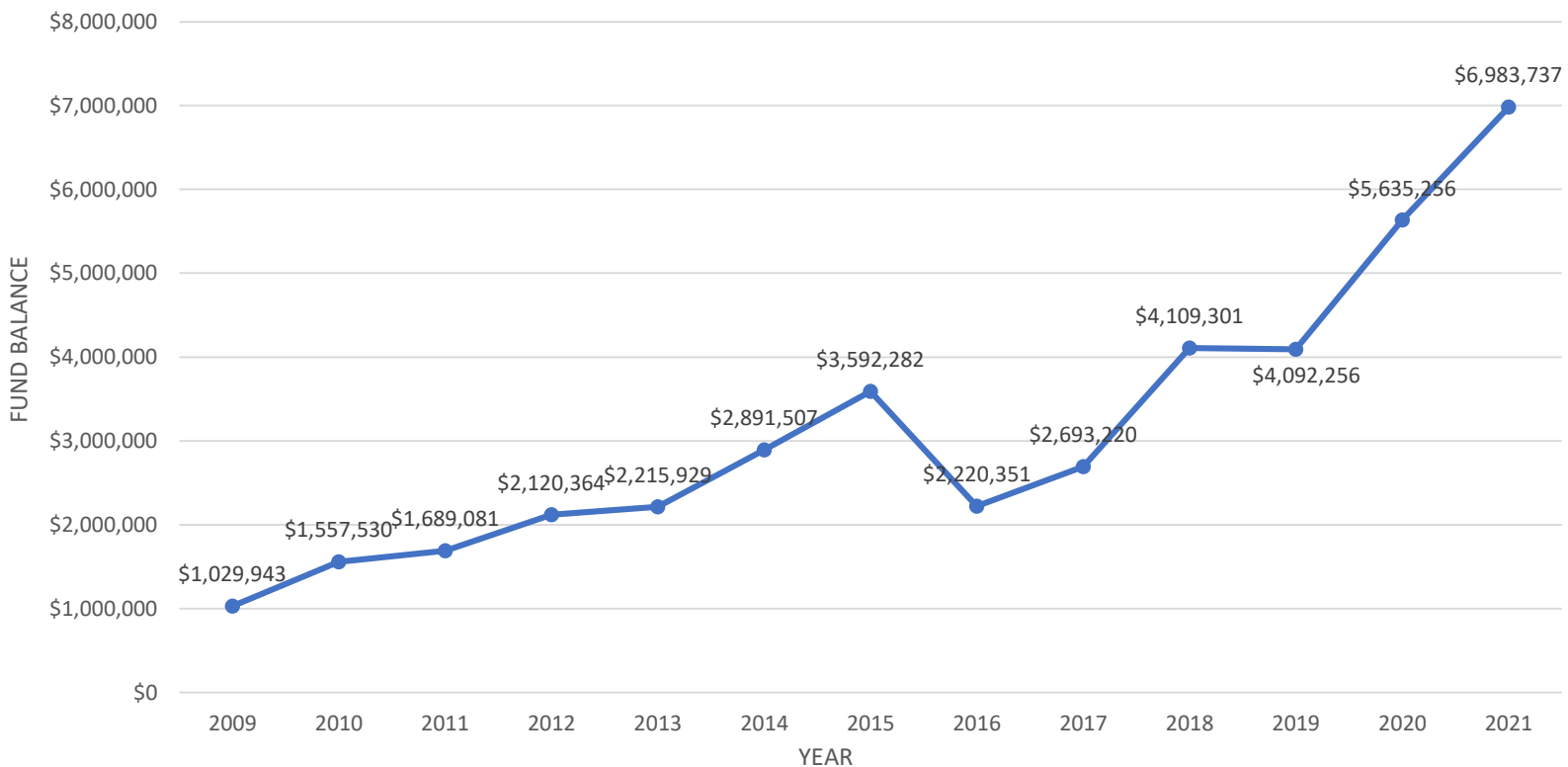
## APPENDIX C

# APPENDIX D

## WATER AND SEWER OPERATING CASH BALANCES

YEAR	BALANCE
2009	\$1,029,943
2010	\$1,557,530
2011	\$1,689,081
2012	\$2,120,364
2013	\$2,215,929
2014	\$2,891,507
2015	\$3,592,282
2016	\$2,220,351
2017	\$2,693,220
2018	\$4,109,301
2019	\$4,092,256
2020	\$5,635,256
2021	\$6,983,737

WATER AND SEWER OPERATING CASH BALANCE







## **APPENDIX E**

Leprino Lagoon #1

**Step 1.** Flow enters the headworks bldg. where it is screened and grit is removed.

**Step 2.** The flow is measured at the Parshall flume and sampled at the Influent sampler. Ferric Chloride is added at this point. The flow then proceeds to the Primary Clarifiers

Primary Anaerobic Digester

Digester Mixer Bldg.

Secondary Digester. After digestion, residual biosolids are pumped and stored in either the West or East sludge lagoon.

Digester Boiler Bldg.

Digester Flare

**Step 3.** The flow is then split between 4 Primary Clarifiers. Primary sludge is sent to the anaerobic digesters

**Step 4.** After clarification a primary sample is taken

**Step 5.** Biological treatment through 4 trains of 2 RBC's

**Step 6.** Secondary Clarification. Secondary sludge is pumped to the headworks and settles with primary sludge

**Step 7.** A Secondary sample is taken

**Step 8.** Chlorination Chamber via stabilized 3" chlorine pucks

**Step 11.** At this point the flow is combined with the Leprino flow and directly discharges. It is sampled at the Combined Final Sampler and flow is monitored through a rectangular notch wier and then discharges to Outfall 001

Outfall Discharge To Grand River

Leprino Lagoon #2

Dechlorination Pond

**Step 10.** The flow is dechlorinated with sodium bisulfite

Bypass dechlorination pond

Leprino Sampler Outfall

Sludge Lagoon Outfall

**East Sludge Lagoon .** This pond is clay lined and decant discharges to a wet well and is recycled to the front of the plant.

**West Sludge Lagoon.** This pond is clay lined and decant discharges to a wet well and is recycled to the front of the plant.



Legal Description  
Parcel Number 70-10-20-100-013  
Owner: Ottawa County Road  
Commission  
PART OF W FRL 1/2 COM W  
1/4 COR OF SEC, TH N 200  
FT, E 400 FT, S 100 FT, E 250  
FT, N 733 FT, TH E TO  
WATERS OF GRAND RIVER,  
TH SLY ALG WATERS EDGE  
TO PT 550 FT S OF E & W  
1/4 LINE, TH W TO PT 750  
FT E OF W SEC LINE, TH N  
550 FT, TH W 750 FT TO  
BEG. SEC 20 T7N R13W

Biosolids Storage Lagoon  
42.980900, -85.879414

Biosolids Storage Lagoon  
42.980830, -85.880688

11622  
100-013

Leprino Sample Monitoring Point  
42.979608, -85.880211

Influent flow  
42.979497, -85.881861

Raw Sample Monitoring Point  
42.979411, -85.881842

Primary & Secondary Biosolids Treatment  
Anaerobically Digested  
Primary 42.979299, -85.881810  
Secondary 42.979141, -85.881828

11622  
300-021

Primary Sample Monitoring Point  
42.979037, -85.881456

Secondary Sample Monitoring Point  
42.978987, -85.881080

Overflow structure if there  
is a problem with the pipe  
42.979086, -85.879682

Combined Final Monitoring Point  
Outfall Structure 001  
42.979112, -85.879711

Flow leaves the plant  
through an enclosed pipe

Discharge Location  
Outfall where flow  
discharges to Waters  
of the State  
42.979153, -85.876445

Bypass around Dechlorination Pond

11760  
100-009

11624  
100-010

11520  
300-022





## **APPENDIX F**





1 of 2

C-1

CONCEPTUAL

EVALUATION

FOR THE

ALBANY CHARTER TOWNSHIP WWP

OTAWA COUNTY, MICHIGAN

MOORE+BRUGINK

3000 W. WALKER AVE

ANN ARBOR, MI 48106

CONTACT: 734.769.1234

PROJECT NO. 18-001

DATE: 10/1/2018

DESIGNED BY: JH

CHECKED BY: JH

SCALE: 1" = 20'

PLAN VIEW

1/2"

1/4"

1/8"

1/16"

1/32"

1/64"

1/128"

1/256"

1/512"

1/1024"

1/2048"

1/4096"

1/8192"

1/16384"

1/32768"

1/65536"

1/131072"

1/262144"

1/524288"

1/1048576"

1/2097152"

1/4194304"

1/8388608"

1/16777216"

1/33554432"

1/67108864"

1/134217728"

1/268435456"

1/536870912"

1/1073741824"

1/2147483648"

1/4294967296"

1/8589934592"

1/17179869184"

1/34359738368"

1/68719476736"

1/137438953472"

1/274877906944"

1/549755813888"

1/1099511627776"

1/2199023255552"

1/4398046511104"

1/8796093022208"

1/17592186044416"

1/35184372088832"

1/70368744177664"

1/140737488355328"

1/281474976710656"

1/562949953421312"

1/1125899906842624"

1/2251799813685248"

1/4503599627370496"

1/9007199254740992"

1/18014398509481984"

1/36028797018963968"

1/72057594037927936"

1/144115188075855872"

1/288230376151711744"

1/576460752303423488"

1/1152921504606846976"

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## Planning and Zoning Coordinator

<b>JOB TITLE:</b>	Planning and Zoning Coordinator
<b>DEPARTMENT:</b>	Planning and Zoning Department
<b>REPORTS TO:</b>	Township Supervisor
<b>FLSA STATUS:</b>	Non-Exempt
<b>POSITION TYPE:</b>	Full-Time
<b>SALARY RANGE:</b>	A4: \$19.47 - \$27.25 / hour
<b>EFFECTIVE DATE:</b>	

### SUMMARY:

The Planning and Zoning Coordinator provides in-house support to the Township Planner and the Zoning Administrator along with assisting customers who contact the Township office either in person or via telephone. The Planning and Zoning Coordinator also coordinates between contracted employees and Township staff to organize and keep track of current and finalized projects. This position will report to the Township Supervisor.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Answer telephone calls and emails.
- Coordinate with the Zoning Administrator. Provide administrative support in all Zoning Administration matters.
- Coordinate with Planner to provide all necessary materials regarding proposed projects in the Township.
- Accept payments for applications for review by the Planning Commission, ZBA, and CBA.
- Maintain calendars for the Planning Commission, ZBA, and CBA.
- Aid customers with questions regarding building, electrical, mechanical, and plumbing permits.
- Help customers with Zoning Compliance permits and/or zoning issues.
- Maintain files and Minute books for the Planning Commission, Zoning Board of Appeals (ZBA), and Construction Board of Appeals (CBA).
- Maintain and update computerized ordinance files.
- Coordinate with Assessing Department regarding land divisions, property transfers, or combinations.
- Create mailing lists and mail Public Hearing Notices for the Planning Commission, ZBA, and CBA.
- Create Agendas for ZBA and CBA.
- Update Township website for the Planning Commission, ZBA, and CBA.
- Serve as a Notary Public.
- Serve as a backup for the Front Desk.
- Coordinate all incoming and ongoing Planning Commission projects with the Board of Trustees, all departments, and contracted employees/services.
- Collaborate with Public Utilities, Finance Department, PCI, Township Engineer, Township Planner, and Township Attorney.
- Maintain records and coordinate with other departments for finalized projects.
- Create and maintain Planning Commission meeting minutes.
- Attend meetings as necessary: Planning Commission; Board of Trustees; Internal; External



- Continuously review and update processes to better serve applicants and customers of Allendale Charter Township.
- Review invoices relating to projects under review.

*Reasonable accommodations may be made to enable qualified individuals with disabilities to perform these essential functions.*

#### **REQUIRED SKILLS / ABILITIES:**

- This position requires logic, intuition, analysis, and judgement.
- This position requires a willingness to acquire additional training.
- Previous work experience or training would be helpful.
- This position requires good writing skills, knowledge of spelling, punctuation and grammar, and some editing skills.
- This position requires much contact with the public, responding to questions, sharing information, explaining issues and procedures.
- This position requires providing advice, conflict resolution, problem solving and communication as a representative of the Township.
- This position requires research and organizational skills.
- This position requires knowledge of computers.

#### **MINIMUM QUALIFICATIONS:**

<b>Education:</b>	A high school diploma or GED is required. College level computer, accounting, typing, and word processing desired.
<b>Experience:</b>	Prior customer service or administrative work experience required. Minimum of four years Planning and Zoning experience required.
<b>Licenses:</b>	A valid Michigan's Driver License.

#### **SUPERVISORY RESPONSIBILITIES:**

No supervisory responsibilities.

#### **WORKING CONDITIONS:**

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audiological appliances and devices to increase mobility. Most of the work for this position is performed in a normal office environment, working Monday-Friday 8:00 a.m.-5:00 p.m.

#### **PHYSICAL REQUIREMENTS:**

Typical sitting/standing for the duration of shifts while using computers/blue light electronics, some lifting of various office supplies and equipment.

#### **TRAVEL REQUIREMENTS:**

Very minimal travel requirements, mostly local and within Ottawa County.

#### **OTHER DUTIES:**

Please note this job description is intended to describe the general nature and level of work performed in this job. It is not intended to provide an exhaustive list of all skills required in this job, nor is it intended to limit the authority of the Township Supervisor or any Township manager or supervisor to assign or direct the activities of employees under his or her direction. Duties, responsibilities, and activities may change, or new requirements may be assigned, at any time, with or without notice.

*Allendale Charter Township is an "at-will", equal opportunity employer. If a job offer is made, employment may be contingent upon the successful completion and passage of a medical examination and other appropriate background checks, which may include providing body substance samples (e.g., blood, urine, and/or hair). We consider applicants for all positions without regard to race, color, creed, religion, genetic information, gender, gender identity, sexual orientation, national origin, veteran status, age, disability, marital status, height, weight, or any other legally protected status under local, state, or federal law.*

By signing below, I affirm that I have received a copy of this job description, read it, and had an opportunity to have the job requirements, essential functions, and duties of this position explained to me.

**APPLICANT:**

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For Office Use Only:**

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Last Updated: 7/12/2022

## Planning and Zoning Coordinator

<b>JOB TITLE:</b>	Planning and Zoning Coordinator
<b>DEPARTMENT:</b>	Planning and Zoning Department
<b>REPORTS TO:</b>	Township Supervisor
<b>FLSA STATUS:</b>	Non-Exempt
<b>POSITION TYPE:</b>	Full-Time
<b>SALARY RANGE:</b>	A4: \$19.47 - \$27.25 / hour
<b>EFFECTIVE DATE:</b>	

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- Coordinate all incoming and ongoing Planning Commission projects with the Board of Trustees, all departments, and contracted employees/services.
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- Create and maintain Planning Commission meeting minutes.
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## OTHER DUTIES:

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*Allendale Charter Township is an "at-will", equal opportunity employer. If a job offer is made, employment may be contingent upon the successful completion and passage of a medical examination and other appropriate background checks, which may include providing body substance samples (e.g., blood, urine, and/or hair). We consider applicants for all positions without regard to race, color, creed, religion, genetic information, gender, gender identity, sexual orientation, national origin, veteran status, age, disability, marital status, height, weight, or any other legally protected status under local, state, or federal law.*

By signing below, I affirm that I have received a copy of this job description, read it, and had an opportunity to have the job requirements, essential functions, and duties of this position explained to me.

## APPLICANT:

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### For Office Use Only:

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Last Updated: 7/14/2022

CHARTER TOWNSHIP OF ALLENDALE  
COUNTY OF OTTAWA  
STATE OF MICHIGAN

RESOLUTION 2022-11

Uniform, Outerwear and  
Safety Equipment  
Guidelines

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan, held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on \_\_\_\_\_, 2022, at 6:00 pm.

PRESENT:

ABSENT:

The Township Supervisor advised the Township Board that the next order of business was the consideration of a resolution to amend the Personnel Policy.

After discussion, the following resolution was offered by:

RESOLUTION

**WHEREAS**, the Township Board recognizes that, certain amendments must be made to the Personnel Policy from time to time to address current issues.

**NOW, THEREFORE BE IT RESOLVED**, that the Allendale Charter Township does hereby approve of the following amendment to the Personnel Policy:

Uniform, Outerwear, and Safety Equipment Guidelines

Employees that work in public away from the Township Hall need to be visible and identifiable by the public. If the Township decides, in its discretion, that a Township employee fits this criterion, the Township will provide the employee with a uniform. Employees shall be expected to treat Township provided uniforms or other clothing with reasonable care.

Uniforms, outerwear, and safety equipment will be provided per departmental protocol and according to their respective replacement schedule(s). Please contact your Department Head for more information specific to your department. Each department works with an approved vendor to provide necessary clothing and equipment and the Department Head may use discretion in authorizing the purchase of new uniforms, outerwear, and safety equipment. Each Department Head tracks purchases and reconciles with respect to their budget. Uniforms, outerwear, and safety equipment are subject to an annual inspection which determines the necessity to purchase replacements.

- 1) If applicable, clothing will be labeled with the Township logo.
- 2) If an employee loses an item that was supplied by the Township, the employee may be responsible for replacing the item.
- 3) All items supplied to an employee shall remain at the Township unless the employee is on-call.
- 4) Work uniforms and outerwear may only be worn when the employee is on duty for the Township,



or directly before or after a shift.

- 5) Employees shall be expected to treat their items with reasonable care.
- 6) In some instances, employees may be required to pay for their own uniforms and outerwear.

#### New Employees

New employees will meet with an approved uniform vendor during orientation to be fitted for their work uniform. They will receive temporary uniforms and will be required to launder these themselves until their regular uniforms arrive.

New employees in safety-sensitive positions will also be provided with required safety related equipment before they start or during their orientation period.

New hires will be eligible for other items that are not required immediately to perform the job, after successful completion of their orientation period. If a new hire would like, they may personally purchase Township approved outerwear that does not need to be logoed before their orientation period is completed and receive a full reimbursement after they have completed the orientation period. If an employee chooses this option, they must speak with their Department Head about their intent to receive a reimbursement. If an employee quits or is terminated before their orientation period is complete, they forfeit the option of reimbursement.

#### Seasonal Employees

Seasonal employees will be provided with required personal protective equipment and receive high visibility clothing identifying them as a team member. Seasonal employees are responsible to purchase their own safety shoes.

All resolutions in conflict in whole or in part are hereby revoked to the extent of such conflict.

YEAS:

NAYS:

ABSENT:

Resolution declared adopted on \_\_\_\_\_, 2022.

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Jody L. Hansen  
Allendale Charter Township Clerk

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Adam Elenbaas  
Allendale Charter Township Supervisor

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the 27<sup>th</sup> day of June 2022 pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

---

Jody L. Hansen  
Clerk, Allendale Charter Township

## Pets

Pets are not allowed on the Township premises unless permitted by law or allowed by the Township Supervisor.

## Appearance and Dress Standards

The Township's success is determined in part by establishing and maintaining a professional atmosphere, which can be recognized by the image employees project. Accordingly, the Township's standards for employees' dress include, but are not limited to, maintaining good grooming and personal hygiene habits, and reporting to work in clean, appropriate attire. Employees shall be appropriately dressed according to the nature of their job. Office dress is business casual and employees are expected to appear professional. For specific questions on dress standards, contact Human Resources, your Department Head, or the Township Supervisor.

Employees holding positions that require them to work out in the community among residents or contractors are required to wear at minimum, a logoed Township shirt or jacket, unless in a position which requires business casual dress. If wearing business casual clothing, the employee must have their Township photo identification card displayed.

## Uniform, Outerwear, and Safety Equipment Guidelines

Employees that work in public away from the Township Hall need to be visible and identifiable by the public. If the Township decides, in its discretion, that a Township employee fits this criterion, the Township will provide the employee with a uniform. Employees shall be expected to treat Township provided uniforms or other clothing with reasonable care.

Uniforms, outerwear, and safety equipment will be provided per departmental protocol and according to their respective replacement schedule(s). Please contact your Department Head for more information specific to your department. Each department works with an approved vendor to provide necessary clothing and equipment and the Department Head may use discretion in authorizing the purchase of new uniforms, outerwear, and safety equipment. Each Department Head tracks purchases and reconciles with respect to their budget. Uniforms, outerwear, and safety equipment are subject to an annual inspection which determines the necessity to purchase replacements.

- 1) If applicable, clothing will be labeled with the Township logo.
- 2) If an employee loses an item that was supplied by the Township, the employee may be responsible for replacing the item.
- 3) All items supplied to an employee shall remain at the Township unless the employee is on-call.
- 4) Work uniforms and outerwear may only be worn when the employee is on duty for the Township, or directly before or after a shift.
- 5) Employees shall be expected to treat their items with reasonable care.
- 6) In some instances, employees may be required to pay for their own uniforms and outerwear.

### Safety Shoes

Safety shoes (steel or composite toe) must be worn for Public Utilities, Maintenance, and the Fire Department. Per Resolution 2017-15, they will be provided for Public Utilities and Maintenance, however the amount shall not exceed \$250 in any two-year period. This policy is not applicable to the Fire Department whose employees are required to purchase their own safety shoes.

### New Employees

New employees will meet with an approved uniform vendor during orientation to be fitted for their work uniform. They will receive temporary uniforms and will be required to launder these themselves until their regular uniforms arrive.

New employees in safety-sensitive positions will also be provided with required safety related equipment before they start or during their orientation period.

New hires will be eligible for other items that are not required immediately to perform the job, after successful completion of their orientation period. If a new hire would like, they may personally purchase Township approved outerwear that does not need to be ~~logged, before~~ logged before their orientation period is completed and receive a full reimbursement after they have completed the orientation period. If an employee chooses this option, they must speak with their Department Head about their intent to receive a reimbursement. If an employee quits or is terminated before their orientation period is complete, they forfeit the option of reimbursement.

### Seasonal Employees

#### Seasonal Employees

Seasonal employees will be provided with required personal protective equipment and ~~receive screen-printed high visibility t-shirt~~ high visibility clothing identifying them as a team member. Seasonal employees are responsible to purchase their own safety shoes.

### Prescription Safety Glasses Policy

Prescription safety glasses will be provided for all full and part-time employees who must wear prescription glasses or contacts and are required to wear eye protection as a regular part of their job. Employees who do not regularly use safety glasses will be provided with a reusable option that fits over their prescription lenses. Any Township employee engaged in chemical, environmental, or mechanical operations, or as required for the job, is required to wear eye protection.

#### Guidelines:

- 1) Employees must purchase prescription safety glasses from the approved vendor.
- 2) The Township will provide an allowance of up to \$175 for lenses and frames every 2 years as necessary.
- 3) If an employee does not have a valid prescription, the Township will pay half of the negotiated rate for an exam, and the employee will be responsible for the other half.
- 4) If the employee's prescription changes before they're eligible for new glasses, the Township will pay for replacement lenses only.



## Pets

Pets are not allowed on the Township premises unless permitted by law or allowed by the Township Supervisor.

## Appearance and Dress Standards

The Township's success is determined in part by establishing and maintaining a professional atmosphere, which can be recognized by the image employees project. Accordingly, the Township's standards for employees' dress include, but are not limited to, maintaining good grooming and personal hygiene habits, and reporting to work in clean, appropriate attire. Employees shall be appropriately dressed according to the nature of their job. Office dress is business casual and employees are expected to appear professional. For specific questions on dress standards, contact Human Resources, your Department Head, or the Township Supervisor.

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New employees will meet with an approved uniform vendor during orientation to be fitted for their work uniform. They will receive temporary uniforms and will be required to launder these themselves until their regular uniforms arrive.

New employees in safety-sensitive positions will also be provided with required safety related equipment before they start or during their orientation period.

New hires will be eligible for other items that are not required immediately to perform the job, after successful completion of their orientation period. If a new hire would like, they may personally purchase Township approved outerwear that does not need to be logoed before their orientation period is completed and receive a full reimbursement after they have completed the orientation period. If an employee chooses this option, they must speak with their Department Head about their intent to receive a reimbursement. If an employee quits or is terminated before their orientation period is complete, they forfeit the option of reimbursement.

## Seasonal Employees

Seasonal employees will be provided with required personal protective equipment and receive high visibility clothing identifying them as a team member. Seasonal employees are responsible to purchase their own safety shoes.

## Prescription Safety Glasses Policy

Prescription safety glasses will be provided for all full and part-time employees who must wear prescription glasses or contacts and are required to wear eye protection as a regular part of their job. Employees who do not regularly use safety glasses will be provided with a reusable option that fits over their prescription lenses. Any Township employee engaged in chemical, environmental, or mechanical operations, or as required for the job, is required to wear eye protection.

Guidelines:

- 1) Employees must purchase prescription safety glasses from the approved vendor.
- 2) The Township will provide an allowance of up to \$175 for lenses and frames every 2 years as necessary.
- 3) If an employee does not have a valid prescription, the Township will pay half of the negotiated rate for an exam, and the employee will be responsible for the other half.
- 4) If the employee's prescription changes before they're eligible for new glasses, the Township will pay for replacement lenses only.
- 5) Any add-ons beyond standard frames and lenses (no-line bifocal, transitions lenses, non-glare/scratch coatings, etc.) are the employees' responsibility to pay.
- 6) Safety glasses must be OSHA stamped and include non-removable side shields in accordance with OSHA Rule 29 CFR Part 1910.133.

## UNIFORM PURCHASING

This is intended to guarantee the uniformity of the purchase of uniforms for the utility department. It also ensures that all personnel receive the correct uniform in a timely fashion upon starting with the utility and recommends a replacement schedule.

### 1. Work Uniform:

The work uniform will be from Cintas. It will consist of jeans or cargo pants and shirt. The new employee shall be fitted at the time of orientation.

### 2. Safety Boots:

The employee will be able to purchase safety boots after the 90-day probationary period. Boot allowance will not exceed \$275 every two years. The employee may purchase safety boots at their own expense and be reimbursed at the completion of the probationary period if needed.

### 3. Prescription Safety Glasses:

The new employee will be able to obtain prescription safety glasses after the 90-day probationary period. Replacement schedule every 2 years.

### 4. Safety Vest:

A high visibility tearaway safety vest will be provided upon employment.

### 5. Winter Coat:

A winter coat will be provided dependent on the season of hire. The coat can be purchased at Action Supply and will be labeled with Allendale Public Utilities. Replacement as needed or no less than 3 years. At the time of employment, it will be determined if there is any existing PPE in stock for the employee to wear.



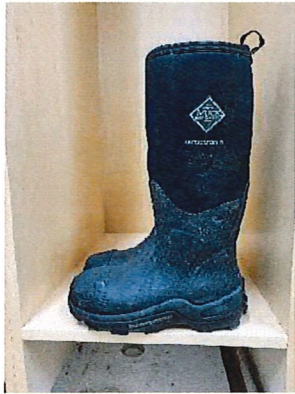


## **6. Winter Coveralls:**

Winter coveralls can be Carhart Artic or whatever is most comfortable to the employee. Replacement as needed or no less than 5 years. At the time of employment, it will be determined if there is any existing PPE in stock for the employee to wear.

## **7. Winter Boots:**

Winter boots will be supplied from Action Supply and will be Muck Artic Sport safety toe boots. Replacement as needed or no less than 5 years.



## **8. Spring/Fall coat**

A spring/fall coat will be provided. This can be a zip up coat or a hoodie and will be labeled. Replacement as needed or no less than 3 years. At the time of employment, it will be determined if there is any existing PPE in stock for the employee to wear.



## **9. Rain Coat:**

A rain coat will be provided from Action Supply. Replacement as needed or no less than 8 years. At the time of employment, it will be determined if there is any existing PPE in stock for the employee to wear.



**10. Yellow Duck Boots:**

Yellow over boots will be provided when determined necessary

**11. Leather Gloves:**

Leather work gloves will be provided.

**12. Winter Gloves:**

Winter gloves will be provided. Replacement as needed or no less than 3 years.

**13. Caps:**

Caps will be provided.



**14. Winter Hat:**

A winter hat will be provided. Replacement as needed or no less than 3 years.

