

Due to COVID-19 the May 11, 2020 Meeting of the Allendale Charter Township Board of Trustees will be held via a conference call.

The conference call information can be found on the following page.

Those wishing to contact board members prior to the meeting may do so via the Township website in the **“YOUR GOVERNMENT”** SECTION:

[www.allendale-twp.org](http://www.allendale-twp.org)

There will be two opportunities for public comment during the meeting. The process for public comment during the meeting is outlined in the following page.

Additionally, public comments may be submitted electronically prior to the meeting via the Township Website (see above).

\*Please note that electronic comments need to be submitted prior to the meeting, and are not be able to be received by members of the Township Board during the meeting.

Allendale Charter Township  
May 11, 2020 Remote Township Board Meeting  
Call-in Instructions

Allendale Township Board Meeting  
Mon, May 11, 2020 7:00 PM (EDT)

You can join the meeting two different ways.

- A. For Video and Audio: Use a GoToMeeting App
- B. For Audio Only: Dial-In

## **Video and Audio Instructions**

Go to this site well before the meeting for detailed instructions:

<https://support.goto.com/meeting/help/how-to-join-a-meeting-g2m030001>

At the time of the meeting use this link and/or access code to join.

<https://www.gotomeet.me/Allendale/townshipboard>

**Access Code:** 761-457-533

## **Audio Only Instructions**

**You can dial in using your phone.**

United States: [+1 \(571\) 317-3122](tel:+15713173122)

**Access Code:** 761-457-533

For Individuals with disabilities you can use a relay service by dialing 711 first.

### **Dial-In Instructions:**

1. Dial into the number provided above.
2. You will be asked for an access code.
3. Enter the access code above.
4. Press # to confirm access code.
5. You will be asked for an audio pin. (There is no audio pin for this meeting.)
6. Press # to confirm you don't have an audio pin.

\*Once you enter the call you will be muted by the admin.

### **Public Comment:**

Please note that board meetings are open to the public, but are not structured for public discussion to occur throughout the entire meeting. Instead, there are opportunities for members of the public to address the Board during specific points in the meeting.

**Two periods of public comment will be held during the times outlined in the attached agenda.**

1. The admin for the call will unmute callers one by one.
2. When it is your turn to speak you will be notified that you have been “unmuted”
3. You will have 10 seconds to respond if you would like to speak.
  - If you confirm that you will like to speak you will be given “the floor” and 3 minutes to speak.
  - If you decline to speak or do not answer, the admin will move to the next caller.
4. At the end of each public comment period, the opportunity for public comment will be closed and the Board Chair will move the meeting forward.

### **Closing the Meeting:**

1. Closing of the meeting will proceed by motion of the board after completion of the items on the agenda. The agenda can be found in the following pages.
2. Shortly after the meeting is closed the admin will end the meeting for all participants. You should hear a brief chime and then the call will be disconnected.

Please note that this meeting is being audio recorded!

Agenda for the  
Allendale Charter Township Board Meeting  
Monday, May 11, 2020, 7:00pm

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by Adam Elenbaas
- Approve Agenda
- Consent Agenda
  - Approval of the April 27, 2020 Regular Board Meeting Minutes
  - Bills
  - Interim Payments
- For information:
  - Financial Report
  - Fire Department April Monthly Report
- Public Hearings
- Public Comments (maximum 3 minutes per person)
- Guest Speakers

Fleis & VandenBrink: Updates on Phase 1 Design of Water Resource Recovery Facility

-Progress Update on Phase 1 Design

-Proceed to the Bidding Process

- Action Items
  - Fleis & VandenBrink Proposal to Proceed with the WRRF Phase 1 Bidding Process
  - Resolution 2020-8: Submission for Par Plan Health and Safety Grant
  - Fill Seasonal Public Utility Assistant Operator Position
  - Fill Township Event Coordinator Position
- Discussion Items
  - Coronavirus / COVID-19 Updates: Current timing and Re-Introduction of Staff
  - Potential Future Land Purchase
- Public Comments (maximum 3 minutes per person)
- Board Comments
- Future Agenda Items
- Adjournment

**Our WiFi connection may be used to access the Board Information Packet:**

- Account: ACT\_Guest
- Password: ACTguest
- File location: [www.allendale-twp.org](http://www.allendale-twp.org) → Agendas and Minutes → Agendas: Township Board