



**ADA TOWNSHIP BOARD MEETING
MINUTES
JUNE 10, 2024**

Meeting was called to order by Supervisor Leisman at 12:01 p.m. Members present: Supervisor Leisman, Clerk Smith, Treasurer Moran, Trustees Carter, Hurwitz, Jacobs, and Proos. Also present: Planning Director Said, Accountant Rodriguez, Assessor Boerman, Deputy Clerk McIntosh, Utility Accountant Nguyen, Zoning Administrator Bajdek, Parks Director Deason, Building and Grounds Supervisor Brinks, Parks Assistant Marek, Manager/Planning administrative assistant Buckley, Fire Chief Murray, and approximately 14 members of the community.

APPROVAL OF AGENDA

Moved by Jacobs, supported by Hurwitz, to approve the agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Board Meeting Minutes

Township Board Minutes – 05-28-24

Receive and File Various Reports/Communications

1. Trail Committee meeting summary – May 2, 2024
2. Grand River Greenway Section 5-6-7 Kickoff Meeting Minutes – May 23, 2024
3. Friends of the Amy Van Andel Library Annual Report to Membership – May 23, 2024

Moved by Proos, supported by Carter, to approve the Minutes and Accept the Reports and Communications under the Consent Agenda. Motion carried.

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Moran reported the general township warrants with receipts in the following amounts: Warrants \$571,233.49. Total All Checks and Warrants: \$571,233.49. **Moved by Proos, supported by Carter, to approve the Warrant Report for June 10, 2024, in the total amount of \$591,233.49. Roll Call: Yes – Proos, Carter, Hurwitz, Jacobs, Smith, Moran, Leisman. Motion carried.**

CONSIDER FULTON ST. TRAIL PROJECT CHANGE ORDER #2 FROM WYOMING EXCAVATORS INC. FOR AN INCREASE OF \$4,950.00 FOR ADDITIONAL RIPRAP NEEDED

Steve Groenenboom, Moore & Bruggink, explained this request. **Moved by Moran, supported by Hurwitz, to approve Change Order #2 from Wyoming Excavators Inc. for an increase of \$4,950.00 for the Fulton Street Trail Project. Motion carried.**

CONSIDER FULTON ST. TRAIL PROJECT FINAL PAY APPLICATION (#5) TO WYOMING EXCAVATORS INC. IN THE AMOUNT OF \$44,950.00.

Moved by Moran, supported by Jacobs, to approve Final Pay Application #5 to Wyoming Excavators Inc. in the amount of \$44,950.00. for the Fulton Street Trail Project. Motion carried.

PUBLIC COMMENT

There was no public comment.

UNFINISHED BUSINESS

RESOLUTION R0528241 - A RESOLUTION CONCERNING TOWNSHIP RESPONSIBILITIES FOR PRIVATE WASTE TREATMENT FACILITIES SERVING "HIDDEN LAKES" PLANNED UNIT DEVELOPMENT

Planning Director Said again presented the proposed resolution concerning the sewer system for Hidden Lakes PUD. After much discussion by the board, it was **moved by Moran, supported by Leisman, to adopt Resolution R-061024-1, with added language regarding may versus shall, additional funds within 90 days, and other additional language. Roll Call: Yes – Leisman, Moran, Carter; No – Hurwitz, Jacobs, Smith, Proos. Resolution failed.**

NEW BUSINESS

PRESENTATION OF STATE TRIBUTE TO CLERK JACKIE SMITH – REPRESENTATIVE RACHEL HOOD & RYAN KNIGHT, CHIEF OF STAFF TO SENATOR MARK HUIZENGA

State Representative Rachel Hood presented a Special Tribute to retiring Clerk Jackie Smith on behalf of herself, State Representative Mark Huizenga, Lt. Governor Garlin Gilchrist II, and Governor Gretchen Whitmer.

KENT DISTRICT LIBRARY QUARTERLY REPORT – SCOTT NINEMEIER, BRANCH MANAGER

Scott Ninemeier, KDL Branch Manager, presented the KDL Quarterly Report.

RESOLUTION R-041024-2 – RESOLUTION AUTHORIZING ROAD CLOSURES FOR ADA CRITERIUM BIKE RACE ORGANIZED BY COSDI RACING ON SATURDAY AUGUST 31, 2024

It was noted the last Criterium race was held in 2019. Manager Suchy presented copies of an email received this morning by Marilyn Thompson with suggestions regarding this race. **Moved by Jacobs, supported by Carter, to adopt Resolution R-061024-2, which is a resolution authorizing road closures for the Ada Criterium Bike Race Organized by Cosdi Racing on Saturday, August 31, 2024. Roll Call: Yes – Carter, Proos, Moran, Leisman, Smith, Jacobs, Hurwitz. Resolution adopted.**

CONSIDER PROPOSAL FROM MOORE & BRUGGINK FOR DESIGN AND CONSTRUCTION ENGINEERING OF GRAND RIVER DRIVE TRAIL MAINTENANCE PROJECT FOR AN AMOUNT NOT TO EXCEED \$45,000.00

Moved by Proos, supported by Hurwitz, to table approval of the proposal from Moore & Bruggink for design and construction engineering of Grand River Drive Trail Maintenance Project until the Fall of 2024 to allow the Township to review a larger scope maintenance project on Grand River Dr. in 2025. Motion carried.

CONSIDER PROPOSAL FROM MOORE & BRUGGINK FOR DESIGN AND CONSTRUCTION ENGINEERING OF HALL STREET/FERNRIDGE LIFT STATION AND FORCEMAIN IMPROVEMENT PROJECT FOR AN AMOUNT NOT TO EXCEED \$161,000.00

Moved by Proos, supported by Jacobs, to approve the proposal from Moore & Bruggink for design and construction engineering of Hall Street/Fernridge Lift Station and Forcemain Improvement Project for an amount not to exceed \$161,000.00. Motion carried.

APPOINT JULIUS SUCHY, TOWNSHIP MANAGER, AS TOWNSHIP REPRESENTATIVE FOR GRAND VALLEY METRO COUNCIL BOARD

Trustee Proos stepped out before this agenda item. **Moved by Hurwitz, supported by Jacobs, to appoint Julius Suchy, township manager, as the township representative for Grand Valley Metro Council Board. Motion carried.**

Trustee Proos returned.

CONSIDER FORMAL ACCEPTANCE OF CLERK JACKIE SMITH RETIREMENT LETTER WITH EFFECTIVE RETIREMENT DATE OF JUNE 24, 2024, AND DISCUSS NEXT STEPS

Moved by Proos, supported by Jacobs, to accept Clerk Jackie Smith’s notice of retirement letter with an effective retirement date of June 24, 2024 and authorizing the manager to work with the Administrative Committee to work out the details of bringing on part-time support staff to assist with the transition. Motion carried.

DEPARTMENT REPORTS

TOWNSHIP MANAGER REPORT- MAY 23, 2024

ASSESSING DEPARTMENT REPORT – MAY 30, 2024

BUILDING, FACILITIES & GROUNDS DEPARTMENT REPORT – JUNE 10, 2024

DOWNTOWN DEVELOPMENT AUTHORITY DIRECTOR REPORT – JUNE 10, 2024

FIRE DEPARTMENT REPORT – MAY, 2024

HISTORICAL SOCIETY MUSEUM MANAGER REPORT – MAY, 2024

PARKS & RECREATION DEPARTMENT REPORT – JUNE 4, 2024

PLANNING DEPARTMENT REPORT – MAY, 2024

ENGINEERING MONTHLY REPORT – JUNE 5, 2024

F&V OPERATIONS & RESOURCE MANAGEMENT UTILITY REPORT – JUNE 3, 2024

BOARD MEMBER COMMENT

Trustees Hurwitz, Jacobs, Carter and Proos, and Treasurer Moran and Supervisor Leisman all thanked Clerk Smith for her service and wished her well on her retirement. Treasurer Moran also commented on the Friends of the Library. Trustee Proos also commented that it’s good to see government work.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Sherry Rossman stated she doesn’t like the changes in downtown.
Deb Emery commented on the lack of signage for the February and May elections.

CLOSED SESSION

Moved by Hurwitz, supported by Jacobs, to move into closed session to consider written legal opinion pursuant to MCL 15.268 Section 9(1)(h) of the Michigan Open Meetings Act. Roll Call: Yes – Hurwitz, Jacobs, Carter, Proos, Moran, Smith, Leisman. Motion carried.

CLOSED SESSION
(separate minutes)

Moved by Hurwitz, supported by Jacobs, to return to open session at 2:01 p.m. Motion carried.

RETURN TO OPEN SESSION

Moved by Moran, supported by Carter, to add an agenda item regarding appointment of a new Clerk. Motion carried.

Moved by Proos, supported by Moran, to appoint Susan Burton to temporarily fill the role of Clerk from June 25 through November 20, and authorize the manager to work with the Administrative Committee to work out the details.

Trustee Hurwitz left the meeting, and Clerk Smith abstained from voting. (It was noted that per statute Clerk Smith is not allowed to vote on her replacement.) Motion carried.

ADJOURNMENT

Moved by Jacobs, supported by Carter, to adjourn the meeting 2:07 p.m. Motion carried.

Jacqueline Smith
Ada Township Clerk

Date