



**ADA TOWNSHIP BOARD MEETING
MINUTES
JUNE 13, 2022 – Noon**

The meeting was conducted at the Ada Township Hall. The roll was called. Members present: Supervisor Leisman, Clerk Smith, Treasurer Moran, Trustees Proos and Hurwitz. Absent: Trustee Jacobs. Staff present: Township Manager Suchy, Planning Director Said, Parks Director Fitzpatrick, Accountant Rodriguez, Assessor Boerman, Fire Chief Murray, DDA Director Stitchman, Parks Administrative Assistant McIntosh, Planner/Zoning Director Bajdek, Planning Administrative Assistant Buckley. Also present: approximately 10 members of the community.

Supervisor Leisman noted that although Dan Carter has been appointed as trustee by the board, he has not yet been sworn in and is not present at this meeting.

APPROVAL OF AGENDA

Moved by Moran, supported by Proos, to approve the Agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

Approval of Minutes; Accept Reports/Communications

- A. APPROVAL OF TOWNSHIP BOARD MINUTES
 1. Regular Board Meeting Minutes – May 23, 2022
 2. Closed Session Meeting Minutes – May 23, 2022
 3. Special Work Session Meeting Minutes – June 7, 2022
- B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS
 1. Ada Historical Society Meeting Minutes – May 12, 2022
 2. DDA Regular Board Meeting Minutes – May 9, 2022
 3. Parks, Recreation & Land Preservation Meeting Minutes – May 12, 2022
 4. GVMC Meeting Minutes – February 3, 2022
 5. Zoning Board of Appeals Meeting Minutes – February 1, 2022
 6. Trails Committee Meeting Summary – May 26, 2022
 7. Quota Liquor License Interest Letter, Velvet 615 – May 31, 2022

Moved by Moran, supported by Hurwitz, to approve the board meeting minutes and accept reports/communications under the consent agenda. Motion carried.

APPROVAL OF WARRANTS

Township General Warrants

Treasurer Moran presented the following: Hand Checks: \$54,329.09, Warrants: \$712,527.29 Total of all Checks and Warrants: \$766,856.38. **Moved by Proos, supported by Hurwitz, to approve the Warrant Report for June 13, 2022, in the total amount of \$766,856.38.** Trustee Proos requested that when the social district is over, that we track financially what the expenses were. **Roll Call: Yes – Proos, Hurwitz, Moran, Smith, Leisman; No – 0; Absent – Jacobs. Motion carried.**

Pay Ap 6/Final Adatowne/Adacroft (Phase I) Water Main & Street Improvement Project

Steve Groenenboom, Moore & Bruggink, explained the pay application. **Moved by Proos, supported by Moran, to approve the Pay Application 6/Final for the Adatowne/Adacroft Phase I Water Main & Street Improvement Project to CL Trucking in the amount of \$50,000. Motion carried.**

Pay Ap 10 – Adatowne & Adacroft (Phase II & III) Water Main & Street Improvement Project

Steve Groenenboom, Moore & Bruggink, explained the pay application. **Moved by Hurwitz, supported by Moran, to approve Pay Application 10 for the Adatowne/Adacroft (Phase II & III) Water Main & Street Improvement Project to CL Trucking in the amount of \$176,402.18. Motion carried.**

Pay Ap 2 – Roselle Park Improvement Project

Steve Groenenboom, Moore & Bruggink, explained the pay application. Sandra, OCBA, gave further explanation. **Moved by Proos, supported by Hurwitz, to approve Pay Ap 2 for Roselle Park Improvement Project to Redline Excavating, in the amount of \$19,357.30. Motion carried.**

PUBLIC COMMENT

There was no public comment.

UNFINISHED BUSINESS

There was no Unfinished Business.

PUBLIC HEARINGS

There were no public hearings.

NEW BUSINESS

- A. Kent District Library Quarterly Report**
- B. Social District Local Government Unit Approval – Schnitz Bar & Grill – Resolution R-061322-1**
DDA Director Stichman explained. Manager Suchy stated the township has no liability. **Moved by Moran, supported by Hurwitz, to adopt Resolution R-061322-1, which is Social District Local Government Unit Approval for Schnitz Bar & Grill. Roll Call: Yes – Hurwitz, Proos, Smith, Moran, Leisman; No – 0; Absent – Jacobs. Resolution adopted.**
- C. Social District Local Government Unit Approval – Zeytin’s – Resolution R-061322-2**
DDA Director Stichman explained. **Moved by Moran, supported by Hurwitz, to adopt Resolution R-061322-2, which is Social District Local Government Unit Approval for Zeytin’s. Roll Call: Yes – Proos, Hurwitz, Leisman, Smith, Moran; No – 0; Absent – Jacobs. Resolution adopted.**
- D. Consider Award of E. Fulton St. Lift Station Valve Project Bid to Allied Mechanical for an Amount not to exceed \$46,000**
Manager Suchy and Steve Ryan from Ryan’s Municipal explained. **Moved by Proos, supported by Hurwitz, to approve the award of East Fulton Street Lift Station Valve Project Bid to Allied Mechanical for an amount not to exceed \$46,000. Motion carried.**
- E. Consider Approval of Proposal from Xylem for E. Fulton St. Lift Station Valve Project Bypass Pumping**
Manager Suchy explained. **Moved by Hurwitz, supported by Proos, to approve the proposal from Xylem for East Fulton Street Lift Station valve Project Bypass Pumping. Motion carried.**

- F. Extension of Farmers Market Parking Lot Use Agreement with Community Church**
DDA Director Stitchman explained that we previously had a one-year agreement and we are now looking at a three-year agreement. Trustee Proos added we have done this for 20 years. Supervisor Leisman stated the Farmer's Market may be moving to River Street in the future. **Moved by Moran, supported by Hurwitz, to approve the extension to the Farmers Market Parking Lot Use Agreement with Community Church. Motion carried.**
- G. Ordinance O-061322-1, an Ordinance to Amend Chapter 78, Article VI, Section 78-154 and to Add Chapter 78, Article XXII, Division 3, Section 78-547 to the Ada Township Code Regulating Agricultural Preservation District Requirements and Platted Lot Land Division Requirements**
Planning Director Said this is to eliminate confusing language and provide consistency. **Moved by Proos, supported by Hurwitz, to adopt Ordinance O-061322-1, which is an ordinance to amend Chapter 78, Article VI, Section 78-154 and to add Chapter 78, Article XXII, Division 3, Section 78-547 to the Ada Township Code Regulating Agricultural Preservation District Requirements and Platted Lot Land Division Requirements. Roll Call: Yes – Hurwitz, Proos, Smith, Leisman, Moran; No – 0; Absent – Jacobs. Ordinance adopted.**
- H. Ordinance O-061322-2, an Ordinance to Amend Chapter 42, Article III, Division 3 to add Section 42-178 Regulating Divisions of Platted Lots**
Moved by Proos, supported by Hurwitz, to adopt O-061322-2, an ordinance to Amend Chapter 42, Article III, Division 3 to Add Section 42-178 Regulating Divisions of Platted Lots. Roll Call: Yes – Proos, Hurwitz, Moran, Leisman, Smith; No – 0; Absent – Jacobs. Ordinance adopted.
Planning Director Said announced that community focus groups regarding the Master Plan would be held June 22 and June 28.
- I. 2021 Planning Commission Annual Report**
Planning Director Said was present for any comments/questions. Supervisor Leisman commented on the number of absences of the commissioners.
- J. Resolution O-061322-2, a Resolution to Accept the Michigan Municipal League Compensation Study Report**
Manager Suchy stated we will adopt this as a framework and that there is more work for the personnel committee to do. **Moved by Proos, supported by Hurwitz, to accept the Michigan Municipal League Compensation study Report. Roll Call: Yes – Hurwitz, Proos, Smith, Leisman, Moran; No – 0; Absent – Jacobs. Ordinance adopted.**
- K. Consider Employee Compensation Adjustment Following Compensation Study Report**
Leisman and Suchy noted that a 3% increase had been given to employees on April 1. There was much discussion from the board regarding an increase anywhere in the amount of an additional 3% to an additional 10%. **Moved by Proos, supported by Hurwitz, to approve Option D, a 10% increase in staff compensation. Motion carried.**
- L. Schedule Joint Township Board/Trails Committee Meeting**
Manager Suchy stated he would email board members for their availability.

DEPARTMENT REPORTS

- A. Township Manager Report – June 8, 2022**
Manager Suchy referenced a letter regarding the quota liquor license. He stated he had walked the Consumers Energy trail. Restoration is set up. There were great results with the spongy moth spraying. Next year there will be a special billing for Kent County.
- B. Assessing Department Report – June 6, 2022**
- C. Downtown Development Authority Director Report – June 13, 2022**
Director Stitchman stated she has hired an intern. Beers at the Bridge is this coming Friday.

D. Fire Department Report – May, 2022

Fire Chief Murray stated we have the new Tahoe.

E. Historical Society Museum Manager Report – June, 2022

F. Parks & Recreation report – June 6, 2022

Parks Director Fitzpatrick stated that the music postponed last week will be made up this Wednesday. The new mower arrived. The Grand Rapids Triathlon had about 650 athletes and 900 spectators. Parks new staff include Erin McIntosh and the new program director.

G. Planning Department Report – June 6, 2022

Planning Director Said announced that community focus groups regarding the Master Plan would be held June 22 and June 28.

H. Engineering Monthly Report – May 3, 2022

Steve Groenenboom, Moore & Bruggink, stated Ada Drive should be done this week.

I. Ryan's Municipal Utility Report – April, 2022

PUBLIC COMMENT

Frank Hoover, 700 Marbury, stated who is new on the board, Who runs the DDA, and who runs things around the township.

BOARD COMMENT

Trustee Proos stated three residents of Grand Valley had commented on the sign on Knapp Street. He also asked about the new lamp posts (when they would be coming), and Fire Chief Murray stated he had no idea.

Treasurer Moran stated we are going places and we'll get to right the Knapp sign.

Clerk Smith gave an update on her fall injuries. The audit has been completed, and there are some issues which will show up in the audit report. Adaview went out last week with no information about the 4th of July event due to a miscommunication. She also referenced her comments at the May 9th meeting, and stated she did not to offend anyone.

Trustee Hurwitz commented on the sign.

Supervisor Leisman stated he was glad we had some progress on the compensation.

CLOSED SESSION

Moved by Hurwitz, supported by Proos, to move into closed session at 1:40 p.m. Roll Call: Yes – Proos, Moran, Leisman, Smith, Hurwitz; No – 0; Absent – Jacobs.

Moved by Proos, supported by Moran, to return to open session at 2:18 p.m. Motion carried.

ADJOURNMENT

Moved by Proos , supported by Hurwitz, to adjourn. Motion carried. The meeting was adjourned at 2:19 p.m.