



**ADA TOWNSHIP BOARD MEETING  
MINUTES  
JUNE 14, 2021 – 12:00 p.m.**

Supervisor Leisman called the meeting to order at 12 noon, at the Roselle Park Resource Building. The roll was called. Members present: Supervisor Leisman, Treasurer Moran, Clerk Smith, Trustee Hurwitz, Trustee Proos, and Trustee Winczewski. Members Absent: Trustee Jacobs. Also present: Township Manager Julius Suchy, Planning Director Ferro, Fire Chief Murray, Parks Director Fitzpatrick, Accountant Rodriguez, Assessor Boerman, and approximately six members of the community.

**APPROVAL OF AGENDA**

**Moved by Proos, supported by Hurwitz, to approve the June 14, 2021 Agenda. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**Approval of Minutes; Accept Reports/Communications**

Supervisor Leisman noted the Township had a perfect score on the AMAR, which the Township should be proud of and he put out a thank you to Assessor Boerman.

**Moved by Winczewski, supported by Moran, to approve the Consent Agenda.**

1. **Regular Board Meeting Minutes – May 24, 2021**
2. **Planning Commission Regular Meeting Minutes – May 20, 2021**
3. **PRLP Advisory Board Regular Meeting Minutes – May 13, 2021**
4. **State of Michigan Audit of Minimum Assessing Requirements (AMAR) Approval Letter**
5. **Kent County Sheriff Department 1<sup>st</sup> Quarter Service Report**
6. **2020-2021 Planning Commission Annual Report**

**Motion carried.**

**APPROVAL OF WARRANTS**

**Township General Warrants**

Treasurer Moran presented the following: Hand Checks: \$35,270.63, Warrants: \$437,166.98; Total of all Checks and Warrants: \$472,437.61. **Moved by Proos, supported by Hurwitz, to approve the Warrant Report for June 14, 2021, in the total amount of \$472,437.61. Roll Call: Yes – Hurwitz, Leisman, Moran, Proos, Smith and Winczewski; Absent - Jacobs. Motion carried.**

**Legacy Park Improvement Final Pay Application #21 from Katerberg Verhage Inc. for \$25,000**

Planning Director Ferro stated Katerberg VerHage requested final payment and release of all retainage a year ago and the Township felt at that time it should hold \$25,000 for final vegetation and restoration, and they are asking for this now. There was some Board discussion regarding holding some retainage for completions, such as the playground equipment not being satisfactory. Proos stated the erosion is not the issue – it's a design problem. It was also brought up that the contractor was not present at the meeting to answer any questions. **Moved by Moran, supported by Proos, to table the Legacy Park Improvement Final Pay Application #21 from Katerberg Verhage Inc. for \$25,000. Motion carried.**

**Adacraft & Adatowne Water Main & Street Improvements Phase II Pay Application #1 from CL Trucking & Excavating for \$431,944.20**

Joshua DeYoung from Moore & Bruggink presented the request stating this is the first pay app in the amount of \$431,944.20, which covers the period of April 1<sup>st</sup> through May 8<sup>th</sup>. He noted this is about 8% of the total project. Proos questioned if someone should be present from CL Trucking.

**Moved by Proos, supported by Winczewski, to approve Adacraft & Adatowne Water Main & Street Improvements Phase II Pay Application #1 from CL Trucking & Excavating for \$431,944.20. Roll Call: Yes – Hurwitz, Leisman, Moran, Proos, Smith and Winczewski; Absent - Jacobs. Motion.**

Following this motion, there was some further discussion for meetings going forward on who should be present as the representative at the Board meetings for these pay application requests and how there needs to be consistency when it comes to this. Supervisor Leisman stated the tradition he has observed is that the Board, on this type of thing, has had the engineer make the recommendations without requiring the applicant to be present. He also spoke about the potential of having an internal report prepared on these requests. Supervisor Leisman concluded that they will look into this further.

### PUBLIC COMMENT

It was noted that Treasurer Moran received a letter from Mr. Zolenski stating he is not in favor of the manager incentive for somebody who is already paid a good salary. Township Manager Suchy clarified that Mr. Zolenski tried to call and speak to him and was unable to reach him and thus, he spoke to the Deputy Treasurer, and these are the notes from that conversation.

### UNFINISHED BUSINESS

#### **A. Resolution R: 061421-1: A Resolution Authorizing a Residency Incentive for the Township Manager**

Supervisor Leisman presented the proposal. He spoke about a couple townships that have this residency incentive – one was a yearly stipend and the other is a one-time incentive. It is helpful to have the manager be in a hands-on situation. This is something the Personnel Committee has discussed with Suchy along with the demands on his time. One question that came up is why wasn't this negotiated with the original contract. Leisman stated that they have a 24/7 hands on manager and that may not have been apparent when they were negotiating the original contract. Due to the housing market and high demand, the idea of this incentive is that it would be something for him to take to the table in this competitive housing situation. The Personnel Committee researched into his current house on the internet and then they looked into what would be involved in transporting his family into a comparable home and neighborhood. The amount has been left blank at this point. One concern is what if the Manager is here for two years and then leaves. Supervisor Leisman stated this is addressed in the Resolution – this would be given as a loan that would be forgiven 20% each year that the manager is here. Clerk Smith pointed out that Suchy is always working for the Township, even when he was on vacation. She pointed out this is a one-time expenditure that would not cost the Township anything in the future.

Treasurer Moran stated he does not believe in this concept in principal, which is nothing against Suchy, but he feels he is compensated appropriately. He cannot reconcile providing a bonus. He said we all work hard – it's just the nature of the business, and how do we differentiate who gets this incentive. Proos stated he does not agree with Moran. He believes this is extremely important. This was not an elected official, it was an appointed official, and Julius is doing a wonderful job and taking a lot of weight of everyone's shoulders. We want to keep him here and we want to keep him happy. He is giving maximum performance and should be compensated -- \$50,000 over the next 10 years amounts to nothing. Proos brought up the point that at the time of hire, you do not know the value of an employee, and believes it was not appropriate to have this incentive at that time.

~~Treasurer Moran~~ **Trustee Winczewski** stated he agrees with points Proos has made. He said he likes the five years and this is very similar to corporations to essentially tie people in with equity packages for five years, and this is beneficial to the Township because it ties Julius to the job. He added that his big problem with it is that he thinks there is a general compensation problem in the Township. He would rather see they take the time to look at all Township compensation packages. To do justice to the rest of the staff, they need to deal with all of it at the same time. Clerk Smith stated they have talked about upgrading the compensation packages for the hourly employees and her understanding is that anything they do will not be in place until next April. Winczewski stated he agrees with Moran that this is not an emergency that this has to be handled this summer. Supervisor Leisman stated when you flip this around and put yourself in the position of the manager with a young family and not having housing certainty. This is the only employee that the Board reviews and takes care of, etc. Supervisor Leisman stated he feels like they have delayed and that is why the Personnel Committee is in favor of the one-time incentive – getting it done and let it happen now rather than delaying it. Hurwitz stated he is in favor of this and it is important to have a good Township Manager and we need to move on this. Moran stated this sends a message if we do this for Julius and have not even talked about staff compensation or the new planning director position compensation as well. Supervisor Leisman added that while Trustee Jacobs is not present tonight, she is part of the Personnel Committee and has been present for all conversations and what was approved on this. Clerk Smith wanted to add that there is a benefit of this for the Township

beyond our manager being able to spend more time with his family. If we get Julius into the community, he represents us and people will see him more and he will also learn more about our community.

**Moved by Proos, supported by Hurwitz, to adopt Resolution R: 061421-1: A Resolution Authorizing a Residency Incentive for the Township Manager, with changing that paragraph 2B is in the amount of \$45,000, paragraph 2D would add a clause that the loan would be forgiven upon death or disability of the Manager, and paragraph 2E that the time period would be six (6) months. The Administrative Committee will work out the details with the Township Manager. Roll Call: Yes – Hurwitz, Leisman, Proos and Smith; No - Winczewski and Moran; Absent - Jacobs. Resolution adopted.**

## PUBLIC HEARINGS

None.

## NEW BUSINESS

**A. Resolution R-061421-2: A Resolution to Authorize Road Closure for 4th of July Celebration Parade**  
Township Manager Suchy presented this request stating this is the same road closure as approved in the past.

**Moved by Proos, supported by Hurwitz, to adopt Resolution R-061421-2: A Resolution to Authorize Road Closure for 4th of July Celebration Parade. Roll Call: Yes – Hurwitz, Leisman, Moran, Proos, Smith and Winczewski; Absent - Jacobs. Resolution adopted.**

**B. Resolution R-061421-3: A Resolution for Local Government Approval for Class C and SDM Liquor Licenses for Ada Garage Bar & Grill LLC**

Supervisor Leisman stated that due to representation by his law firm of applicant, he recused himself from this agenda item. **Moved by Winczewski, supported by Proos, to approve Treasurer Moran as chair pro tem for consideration of this agenda item. Motion carried.**

Township Manager Suchy presented this request stating the applicant has a Class C license they would purchase and transfer to Ada Township. A Class C license is for selling beer, wine, mixed spirit drink, and spirits for consumption on the premises. The Township currently has reached the local license quota (9). The Michigan Liquor Control Commission has said the Township has the ability to re-obtain two quota licenses that have been moved outside of the community. While there is no mechanism that allows the Township to receive the two quota licenses back, it can receive additional liquor licenses by purchasing a from another jurisdiction and bringing it into the Township.

Brad Rosely from Third Coast Development next gave a little background information on the existing Garage Bars. He said they are trying to mimic the downtown Grand Rapids bar with the garage doors, etc., and are trying to get a feel of the old 1950s garage style. He noted that sales for the existing bar/restaurants is 60% food and 40% alcohol. He stated of the three liquor licenses they currently own that they have never had a violation from the state. He also said that the owners are on site approximately 90% of the time.

**Moved by Proos, supported by Hurwitz, to approve Resolution R-061421-3: A Resolution for Local Government Approval for Class C and SDM Liquor Licenses for Ada Garage Bar & Grill LLC, with the correction of the address to 518 Ada Drive SE. Roll Call: Yes – Hurwitz, Moran, Proos, Smith and Winczewski; Recuse – Leisman; Absent - Jacobs. Resolution adopted.**

**C. Consider Award of Ada Drive Trail Repaving & Boardwalk Replacement Project to Katerberg Verhage for an Amount Not to Exceed \$835,370.00**

Township Manager Suchy stated the Township received three bids. Katerberg Verhage's bid was the low bid. He said that in the past if a bid was awarded, it was just an assumption that the engineering was approved. Manager Suchy brought this up to Township Engineer Groenenboom that it would be nice to see the numbers. Thus, Groenenboom did include the budgets for Katerberg Verhage which includes \$40,000 in design engineering, along with a contingency amount.

**Moved by Proos, supported by Winczewski, to award Katerberg Verhage the Ada Drive Trail Repaving & Boardwalk Replacement project for an Amount Not to Exceed \$835,370.00, subject to administrative approval of the warranty. Motion carried.**

**D. Consider Approval of Ada Drive Trail Repaving & Boardwalk Replacement Project Design & Construction Engineering, EGLE Permitting & Contingencies Budget**

**Moved by Proos, supported by Hurwitz, to approve the June 9, 2021 revised EGLE permitting and contingencies budget for the Ada Drive Trail Repaving & Boardwalk Replacement Project Design & Construction Engineering. Motion carried 6 to 0.**

(Trustee Hurwitz left the meeting at this point.)

#### **DEPARTMENT REPORTS**

**A. Township Manager Report – June 9, 2021**

Township Manager Suchy summarized his June 9<sup>th</sup> Report and gave a few updates. He also stated he appreciates the support and belief in him and looks forward to working for Ada Township for many years.

**B. Assessing Department Report – June 7, 2021**

**C. Fire Department Report – May 2021**

**D. Historical Society Museum Manager Report – May 2021**

**E. Parks & Recreation Report – June 8, 2021**

Parks Directors Fitzpatrick summarized his report.

**F. Planning/Building Department Report – May 2021**

**G. Engineering Monthly Report – June 9, 2021**

**H. Ryan's Municipal Utility Report – May 2021**

Steve Ryan gave a brief update on the sewer smell situation. He stated they have put odor filters on about 7 homes now. They are finding that more of them are problems in the house and they are addressing this. He reported that other than that, it is going good and they have pinned down two of the sources of the odor.

Proos stated these reports are wonderful and he appreciates the updates – the reports keep the Board knowledgeable and in touch.

#### **BOARD COMMENT**

Treasurer Moran congratulated Assessor Boerman for the results of the exam.

Clerk Smith congratulated Assessor Boerman on the great AMAR report.

Supervisor Leisman stated that when they decided to do the noon meetings for the summer there is a commitment to keep them moving along so as not to lose members of the Board.

#### **OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**

There was no additional public comment.

#### **ADJOURNMENT**

The meeting was adjourned at 1:40 p.m.

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Jacqueline Smith  
Ada Township Clerk

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Date

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