



**ADA TOWNSHIP BOARD MEETING
MINUTES
JUNE 28, 2021 – 12:00 p.m.**

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

APPROVAL OF AGENDA

Moved by Proos, supported by Jacobs, to approve the June 28, 2021 Agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

Approval of Minutes; Accept Reports/Communications

Moved by Jacobs, supported by Hurwitz, to approve the Consent Agenda.

- 1. Regular Board Meeting Minutes – June 14, 2021** (Treasurer Moran stated that comments attributed to him were actually made by Trustee Winczewski. Minutes will be corrected to reflect that.)
- 2. DDA Meeting Minutes – May 10, 2021**
- 3. Historical Society Meeting Minutes – May 13, 2021**
- 4. Planning Commission Special Meeting Minutes – June 1, 2021**
- 5. Utility Advisory Board Regular Meeting Minutes – April 15, 2021**
- 6. Comcast Programming Advisory Letter – June 10, 2021**

Motion carried.

APPROVAL OF WARRANTS

Township General Warrants

Treasurer Moran presented the following: Hand Checks: \$290.00; Warrants: \$550,440.16. Total of all Checks and Warrants: \$550,730.16 **Moved by Proos, supported by Jacobs, to approve the Warrant Report for June 28, 2021, in the total amount of \$550,730.16. Roll Call: Yes – Jacobs, Hurwitz, Leisman, Moran, Proos and Smith; No – 0; Absent - Winczewski. Motion carried.**

Ada Drive Outlet Sanitary Sewer Repair Project Pay Application #4 (Final) from Insituform Technologies USA, LLC for \$134,012.99

Steve Groenenboom, Moore & Bruggink, presented the pay application request. He stated the reason this has taken so long is that they were waiting for the contractor to send in its final bill. This amount is a few thousand dollars above the original contract amount. This final pay application recommendation is for a total payment of \$134,012.99. The request from Insituform Technologies was for \$164,558.15, however there was a \$5,417.20 deduction for additional fees for Ryan's Municipal Services and an additional deduction of \$25,127.96 for Lee's Trenching expenses, totaling \$30,545.16 in deductions. **Moved by Proos, supported by Jacobs, to approve the Ada Drive Outlet Sanitary Sewer Repair Project Pay Application #4 (Final) from Insituform Technologies USA, LLC for \$134,012.99. Motion carried.**

PUBLIC COMMENT

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARINGS

None.

NEW BUSINESS

A. Kent County Treasurer's Tax Foreclosure - Exercise Right of First Refusal for 2925 Boynton Ave NE (Parcel #41-15-01-400-018) and 2975 Boynton Ave NE (Parcel #41-15-01-400-030)

Township Supervisor Leisman stated this is something that has been considered by the Cemetery Committee as part of the search for additional cemetery property. Township Manager Suchy noted he submitted an extensive memo regarding the right of first refusal and he also summarized same. There are two properties available: 2975 Boynton – 11.47 acres, and 2925 Boynton – 3.4 acres. He stated that if both properties are purchased for the back tax amount, it will total \$66,019.19, and if the properties are purchased at the fair market rate, the total would be \$329,000. The properties are purchased as-is and any environmental review could be done following the purchase. Supervisor Leisman pointed out on the map where the property is located. The committee felt the entire Board should discuss the potential purchase of the property at fair market value and also discuss whether that includes legal challenges to the claims that were filed. Treasurer Moran stated the Cemetery Committee deliberated quite a bit regarding these properties realizing that property for a cemetery is something that will be needed in the future. He stated if they can get it for the back taxes amount, he is open to it. Fair market value just seems a little too expensive. He feels our safest bet at this time is to put in the back taxes offer and then see what happens and see if it proceeds to auction or not. Clerk Smith stated the property is absolutely gorgeous and the front portion would be perfect for a cemetery. The main negativity of this property is its remoteness. There was discussion on whether the Township can file a claim. Township Manager Suchy said he would follow-up on this. The idea of getting a legal opinion on this was also brought up. Staff and the committee would recommend exercising our right of first refusal on both 2925 and 2975 Boynton Ave for the amount owed on back taxes. **Moved by Moran, supported by Jacobs, to exercise the right of first refusal on for 2925 Boynton Ave NE (Parcel #41-15-01-400-018) and 2975 Boynton Ave NE (Parcel #41-15-01-400-30) for the back tax amount only if we are able to do that. Motion carried.**

B. Consider Adoption of Michigan Township Association Principles of Governance

Clerk Smith stated the MTA has come up with the Principles of Governance of which the Board previously adopted in 2013 and 2017. We now have a new Board with two new members and it is requested we adopt this again. Supervisor Leisman stated this is basically a one page document where the Township Board members agree to act ethically and be cordial and cooperative, and each Board member signs it. **Moved by Jacobs, supported by Hurwitz, to adopt the Michigan Township Association Principles of Governance. Motion carried 6 to 0.**

C. Resolution R-062821-1: A Resolution of Intent to Acquire and Construct Capital Improvements for the Township Non-Motorized Trail System and Park System and to Publish Notice of Intent to Issue Capital Improvement Bonds

Township Manager Suchy gave some history on this. In 2020 the Township voters approved an increase to the Township wide trail millage to begin in 2021. It is 1.5 mills and will generate approximately \$1,691,592 in revenue this year. The Township held a special work session in early 2021. Following that meeting, the Trails Committee was restructured and that group has been looking at potential trail options and funding sources. This resolution is intended to allow the Township to issue a bond up to \$16,000,000 in capital improvement bonds. The Trails Committee makes recommendations to the Board. The Township is required to spend 85% of the bond within three years and the remaining 14% spent the following two years. The Trails Committee really wants to make sure there is a public process with this.

Township Attorney Mark Nettleton spoke next summarizing his June 24, 2021 letter to the Township. He noted that this resolution is intended to start the process. The Township is not obligated by this resolution and the bonds can be sold for any amount up to \$16,000,000 and it is the current expectation that the amount of bonds to be issued will be determined after further refinement of the trail and park improvement projects and after construction bids have been received by the Township for the various projects. Trustee Proos added that the Trails Committee believes that spending the money will not be an issue. Township Supervisor Leisman stated that when the Township looked at the

CIP budget this year, it kind-of became clear that all the capital improvements that was available for the parks for the next two years was being used up, not allowing very much flexibility at all for year three and the years after that.

Moved by Proos, supported by Jacobs, to Approve Resolution R-062821-1: A Resolution to Acquire and Construct Capital Improvements for the Township Non-Motorized Trail System and Parks and to Publish Notice of Intent to Issues Capital Improvement Bonds and Matters Related Thereto. Roll Call: Yes – Jacobs, Hurwitz, Leisman, Moran, Proos and Smith; No – 0; Absent - Winczewski. Resolution adopted.

DEPARTMENT REPORTS

A. Township Manager Report – June 23, 2021

Township Manager Suchy summarized his June 23, 2021 Report and gave a few updates. He said he reached out to Ben Greene, chair of the Kent County Broadband Subcommittee. He hasn't heard anything back yet but will keep the Board apprised as to what their efforts are going to be. He stated the Planning Director search is ongoing with Planning Director Ferro leaving at the end of July. The posting closed on June 24th and the Township received 11 applications for the position. The hope is to have overlap with Planning Director Ferro and the new hire.

Township Parks Director Mark Fitzpatrick spoke regarding flooding issues/damage at Legacy Park. Trustee Proos stated we need to look into this and figure out how we can fix this issue long term. Township Supervisor Leisman stated they received notice that the Kent County Drain Commissioner had put an emergency order in place. He is not sure this affects our Township as much as others, but the order is in place so that the Drain Commissioner can take certain actions if they deem necessary.

Township Manager Suchy gave a 4th of July update noting the committee met regarding the band, parking, logistics, restrooms and other items. They anticipate holding a quality event; it may not be like in past years, but it will be good. The committee selected Planning Director Jim Ferro as the Grand Marshall. There is a volunteer signup sheet in the Township Hall breakroom for those interested in volunteering on the 3rd or the 4th (cleanup day). Volunteers will receive a t-shirt.

Trustee Hurwitz inquired about the streetscape lighting and asked why they are coming to the Township Manager. It seems like this would be something the association should handle on their own. Township Manager Suchy said this was something left on George Haga's desk and he had communicated that the Township would go through the process to set it up. We submitted a request to Consumers just to find out what the cost was and then we were going to discuss the process. Hurwitz said he thinks this falls on the neighborhood association. Township Manager Suchy stated once he has more information from Consumers, he will follow-up and let the Board know.

Township Manager Suchy next gave an update on employee compensation reviews. He stated Ashley has started compiling personnel manuals from other comparable communities and tracking down salary information for those communities. Trustee Proos stated he would also highly encourage that we look at the public sector for similar type jobs.

(Trustee Winczewski arrived at 1:05 p.m.)

BOARD COMMENT

Trustee Hurwitz had a question regarding the lawn restoration service. He believes restoration and returning an individual's lawn/yard back to its original form should be a priority or at least communicated to those residents that are impacted.

Supervisor Leisman stated as part of the PLRP Board, there were some things that stood out. One was some of the facilities and the land. When we decide we are going to be in the business of having pavilions and buildings that are being rented and used all the time, somebody from the Township has to be present. It was an interesting tour.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional public comment.

ADJOURNMENT

The meeting was adjourned at 1:15 p.m.

Jacqueline Smith
Ada Township Clerk

Date

llm