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**ADA TOWNSHIP BOARD MEETING
MINUTES
August 14, 2023 - 12:00 NOON**

The meeting was called to order by Supervisor Leisman at 12 p.m. The roll was called. Members present: Supervisor Leisman, Clerk Smith, and Trustees, Carter, Jacobs, Hurwitz (arrived at 12:07 pm) and Proos. Staff present: Township Manager Suchy, Planning Director Said, Parks Director Fitzpatrick, Planner/Zoning Administrator Bajdek, Accountant Rodriguez, Manager/Planning Department Administrative Assistant Buckley, Fire Chief Murray, and Buildings, Facilities and Grounds Director Brinks, Recreation Program Coordinator Deason and Interns. Also present: approximately four members of the community.

APPROVAL OF AGENDA

Moved by Jacobs, supported by Carter to approve the June 12, 2023, agenda. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Board Meeting Minutes & Accept Reports/Communications

1. Regular Board Meeting Minutes – July 10, 2023

Receive and File Various Reports and Communications

1. Ada Historical Society Meeting Minutes- June 8, 2023
2. Parks, Recreation & Land Preservation Meeting Minutes- May 11, 2023
3. Planning Commission Meeting Minutes- June 15, 2023
4. Zoning Board of Appeals Meeting Minutes – June 6, 2023
5. Kent County Fire Commission Meeting Minutes- April 21, 2023
6. Grand Valley Metro Council Meeting Minutes- February 2, 2023
7. REGIS Board of Directors Meeting Minutes- July 27, 2023
8. Water Advisory Council Meeting Minutes- May 10, 2023
9. Letter re: Train Trestle Murals- Marcelle Prusinski, 6833 Aldridge Dr.
10. Kent County Road Commission Covered Bridge Inspection Report- July 12, 2023

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

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Township Manager Suchy presented the following Hand Checks and Warrants: **Hand Checks: \$195,234.20; Warrants: \$785,868.44. Total Checks and Warrants: \$981,102.64. Moved by Carter, supported by Proos, to approve the Warrant Report for August 14, 2023, in the total amount of \$981,102.64. Roll Call: Yes – Carter, Jacobs, Proos, Smith, Leisman; No - 0; Absent – Hurwitz and Moran. Motion carried.**

Consider Pettis Ave Trail Project Final Pay Application (#9) to Brenner Excavating inc. in the Amount of \$23,243.00

Steve Groenboom presented the request for the Final Pay Application for Pettis Ave. Trail Project. **Moved by Proos, supported by Carter to approve Final Pay Application (#9) for Pettis Ave. Trail Project to Brenner Excavating Inc. in the amount of \$23,243.00. Motion Carried**

Consider 2023 Trail Repairs Project Pay Application #1 to Thomet Construction in the amount of \$61,235.08. Steve Groenboom presented the request for Pay Application #1 to Thomet Construction. **Moved by Proos, supported**

DRAFT

by Carter, to approve 2023 Trail repairs Project Pay Application #1 Thomet Construction the Amount of \$61,235.08. Motion carried.

PUBLIC COMMENT

There was no public comment.

UNFINISHED BUSINESS

PETTIS AVENUE PHASE II TRAIL LOCATION

Manager Suchy has met with the Devos Family Foundation and will have additional information on next steps at the September 11th board meeting.

PUBLIC HEARING

There were no public hearings.

NEW BUSINESS

Resolution R-081423-1: A Resolution to Update the Ada Township Planning & Zoning Fees. Planning Director John Said explained the request for the update. **Moved by Hurwitz, supported by Jacobs to approve Resolution R-081423-1: A Resolution to Update the Ada Township Planning & Zoning Fees.** Roll Call: Yes: Carter, Proos, Hurwitz, Jacobs, Smith, Leisman. No: None; Absent: Moran. Motion Carried

Resolution R-081423-2: A Resolution to Approve a Contract between the Michigan Department of Transportation and Ada Township for Contract No. 23-5312, Control Section 41063, Permit Number 95331 to Allow Work in the Fulton St Right-of-Way.

Manager Suchy explained this request is needed to allow Wyoming Excavators Inc. to work in the Fulton St. right-of-way. **Moved Jacobs, supported by Hurwitz to approve the Resolution R-081023-2, a contract between the Michigan Department of Transportation and Ada Township for Contract No. 23-5312, Control Section 41063, Permit Number 95331 to allow Work in the Fulton St. Right-of-Way.** Roll Call:

Carter, Hurwitz, Jacobs, Proos, Smith, Leisman. Yes: 6; No: 0; Absent: Moran. Motion Carried

Resolution R-081423-3: A Resolution to Appoint Steve Kluting to the Planning Commission for a Term to Expire December 31, 2023. Moved by Proos, supported by Hurwitz to appoint Steve Kluting to the Planning Commission for a Term to Expire December 31, 2023. Roll Call: Jacobs, Hurwitz, Proos, Carter, Leisman and Smith. Absent: Moran. Motion Carried

Request from Friends of the Amy VanAndel Library for Alcohol Waiver for Membership Drive Event on September 27, 2023. James Ferro on behalf of the Friends of the Amy Van Andel Library explained this request. **Moved by Jacobs, supported by Hurwitz to approve the request from Friends of the Amy VanAndel Library for Alcohol Waiver for Membership Drive Event on September 27, 2023. Motion Carried.**

Consider Proposal from Thomet Construction to Complete Repairs at the Ada History Center Barn for an Amount Not to Exceed \$22,200.00. Township Manager Suchy explained the project and why it has taken so long to get to this point. Board members asked questions about any structural concerns with the barn. Manager Suchy stated that both contractors reviewed the barn and did not indicate any concerns, however he would bring this up to Mr. Thomet again to confirm. **Moved by Proos, supported by Carter to approve the Proposal from Thomet Construction to Complete Repairs at the Ada History Center Barn for an amount of \$22,200.00. Motion Carried.**

Consider Proposal from Kent County Road commission for Recycled Asphalt Mix to be added to 2 Mile Road from Pettis Ave. to Honey Creek Ave. for an Amount Not to exceed \$82,500. Township Manager Suchy explained the request. **Moved by Proos, supported by Carter to approve the Proposal from Kent County Road Commission for Recycled Asphalt Mix to be added to 2 Mile Rd. from Pettis Ave. to Honey Creek Ave. for an amount Not to Exceed \$82,500.00. Motion Carried**

Consider Proposal from Hopkins Fundraising Consulting doing follow-up work for Parks & Recreation Fund Development Consulting Services for an Amount not to Exceed 80,000.00. Manager Suchy explained the proposal

DRAFT

and that this same firm was utilized for the Envision Ada campaign that was successful. **Moved by Carter, supported by Proos. Motion Carried.**

Authorize use of General Fund and Parks & Open Space Fund to Finalize Purchase of 14.9 Acres from Oxbow Development. Township Manager Suchy explained the request. **Moved by Proos, supported by Jacobs to approve the authorization us of General Fund and Parks & Open Space Fund to Finalize Purchase of 14.9 Acres from Oxbow Development and authorize Township Manager & Supervisor any amendments. Motion Carried.**

DEPARTMENT REPORTS

- A. Township Manager Report – August 9, 2023
- B. Assessing Department Report – August 7, 2023
- C. Building, Facilities & Grounds Department Report- July 2023
- D. Fire Department Report – July 2023
- E. Historical Society Museum Manager Report July 2023
- F. Parks and Recreation Department Report – August 7, 2023
- G. Planning Department Report – August 2, 2023
- H. Engineering Monthly Report – August 8, 2023
- I. F & V Operations & Resource Management Utility Report – July, 2023

BOARD MEMBER COMMENT

Member Proos stated he thought it would be good to evaluate whether moving to one meeting a month made sense for the board. Manager Suchy replied that he would provide a summary of other Townships in Kent County and their meeting information.

Member Carter commented on looking to move Board Meetings up to 6:00 pm.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Tom, 6611 2 Mile Rd. thanked the board for approving the repairs to 2-mile road.

ADJOURNMENT

Moved by Hurwitz, supported by Carter, to adjourn. Motion carried. The meeting was adjourned at 1:07 p.m.

Jacqueline Smith
Ada Township Clerk

Date