



**ADA TOWNSHIP BOARD MEETING  
MINUTES  
SEPTEMBER 26, 2022 – 7:00 p.m.**

The meeting was conducted at the Ada Township Hall. The roll was called. Members present: Supervisor Leisman, Clerk Smith, Treasurer Moran, and Trustees Hurwitz, Jacobs, Proos and Carter. Also present: Township Manager Suchy, Planning Director Said, Parks Director Fitzpatrick, Accountant Rodriguez, Assessor Boerman, Fire Chief Murray, and approximately eight members of the public.

**APPROVAL OF AGENDA**

Manager Suchy recommended adding Pay Application for the Water Tower project, and moving the Closed Session to after Public and Board Comment. **Moved by Jacobs, supported by Moran, to approve the September 26, 2022, Agenda as amended. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**APPROVAL OF TOWNSHIP BOARD MINUTES**

- A. Township Board Minutes
  - 1. Regular Board Meeting Minutes – September 12, 2022

**RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS**

- A. Reports/Communications
  - 1. Planning Commission Minutes – August 18, 2022
  - 2. Utility Advisory Board Meeting Minutes – July 21, 2022
  - 3. Michigan Department of Treasury Audit Letter of Deficiency – September 14, 2022

**Moved by Jacobs, supported by Hurwitz, to approve the Minutes and Accept the Reports/Communications under the Consent Agenda. Motion carried.**

**APPROVAL OF WARRANTS**

**Township General Warrants**

Treasurer Moran presented warrants as follows: Hand Checks: \$891,610.34, Warrants: \$70,428.10. Total of all Checks and Warrants: \$962,038.44. **Moved by Hurwitz, supported by Carter, to approve the Warrant Report for September 26, 2022, in the total amount of \$962,038.44. Roll Call: Yes – Carter, Jacobs, Hurwitz, Proos, Moran, Smith, Leisman; No – 0; Absent - 0. Motion carried.**

**Pay Application #2 – Water Tower Painting & Miscellaneous Repairs Project Final Pay Application**

Manager Suchy explained this project has been completed and this is the Final Pay Application. **Moved by Proos, supported by Jacobs, to approve Pay Application #2 for the Water Tower Painting & Miscellaneous Repairs Project to George Kountoupes Painting in the amount of \$5,025.00. Motion carried.**

**PUBLIC COMMENT**

Nevin Zolenski, 6151 3 Mile Road, commented on the proposed development on tonight's agenda, citing a concern for water run-off, sewage, and high water table. He said it should go back to the Planning Commission and that the development as proposed could make the board civilly liable.

## UNFINISHED BUSINESS

### **Roselle Park Update & Request to Extend Project Completion Date**

Parks Director Fitzpatrick explained the project status and issues to date. Katie Chase, from OCBA, explained the projected completion depends on when they receive permission from EGLE and the weather. **Moved by Carter, supported by Hurwitz, to extend the completion deadline to October 31, 2022, and if no answer is received by two weeks, to put off the whole project until Spring 2023. Motion carried.**

## PUBLIC HEARING

There was no Public Hearing scheduled.

## NEW BUSINESS

### **A. Presentation of FY 2021 Audit – Dan Veldhuizen, Siegfried Crandall**

Dan Veldhuizen, Siegfried & Crandall, presented the FY 2021-2022 audit. He noted there was a significant deficiency in Internal Control and Reconciliations. He also noted there was a material weakness (more serious than significant deficiency) related to Internal Control. It was noted that many municipalities have a Finance Committee. There was a general consensus to establish a committee of Manager Suchy, Treasurer Moran, and Trustee Carter to meet and report back to the board.

### **B. Resolution R-092622-1 – a Resolution to Extend the Downtown Ada Social District Dates/Hours of Operation**

There was a discussion among board members regarding the map, special events, and the DDA. Moved by Jacobs, supported by Hurwitz, to adopt Resolution R-092622-1, with the change in start hours to 4 pm Thursday-Friday and noon on Saturday. Roll Call: Yes – Carter, Proos, Hurwitz, Jacobs, Moran, Leisman, Smith. Resolution adopted.

### **C. Ordinance O-092622-1, an Ordinance to Rezone 3201 Egypt Valley Ave. NE (Parcel #41-15-05-400-002) from RP-1 to RP-1/Planned Unit Development (PUD)**

### **D. Resolution R-0926622-2, a Resolution to Approve Preliminary PUD Plan for the Hidden Lakes at Ada LLC Planned Unit Development located at 3201 Egypt Valley Ave. NE (Parcel #41-05-400-002)**

Planning director Said presented the proposed Ordinance to Rezone 3201 Egypt Valley Ave NE (Parcel #41-15-05-400-002) to PUD. He explained there is a plan for 12 units. Underlying density matches at 1 unit/5 acres, with common areas.

The Planning Commission talked about riparian issues.

The Applicant's Engineer present, stated there is open space and without the PUD he could do 2 acres per lot.

There was discussion about open space and whether that should include drainfields.

**Moved by Jacobs, supported by Moran, to table O-092622-1 and O-092622-2 until the next board meeting to allow staff to provide more information or concerns raised tonight. Motion carried.**

### **E. Consider Purchase of Fire Department Boots from Apollo Fire Equipment for an Amount Not to Exceed \$7,760.00**

The request was to approve purchase of 16 boots, 7 pairs of boots were damaged in the township's response to Plainfield Township last month. It was noted that this information has been submitted to the insurance company related to the fire, but the township wants to move forward and purchase new equipment while it waits for any potential reimbursement.

### **F. Consider Purchase of Fire Department Turnout Gear from West Shore Fire Inc. for an Amount Not to Exceed \$10,605.00**

The request was to approve seven pair of turnout pants at a cost of \$10,605.00. **Moved by Proos, supported by Jacobs, to purchase seven pair of turnout gear pants at a cost of \$10,605.00. Motion carried.**

### **G. Consider Recommendation from Information Technology Committee to Approve Manage I.T. Services Proposal from I. T. Right**

Manager Suchy explained that we have been using I. T. Right since John Gibson left Siegfried Crandall, but we have not had a contract with them. The Technology Committee met with I. T. Right as well as another vendor.

The recommendation is to contract with I. T. Right at an annual cost of \$39,360.00 plus a \$4,000 onboarding fee. **Moved by Carter, supported by Proos, to approve the contract with I. T. Right at an initial cost of \$4,000, plus \$39,360.00 per year. Motion carried.**

**H. Township Manager Review – Personnel Committee**

Supervisor Leisman explained that the committee of Supervisor Leisman, Trustee Jacobs, and Clerk Smith, conducted a review of the township manager. A copy of the evaluation was included, and an increase in salary to \$148,500.00 per year was recommended. Trustee Proos recommended \$152,000.00 and the personnel committee said they discussed that and were comfortable with that number. **Trustee Proos moved, supported by Moran, to increase the salary of the township manager to \$152,000.00 per year, effective immediately. Motion carried.**

**DEPARTMENT REPORTS**

**A. Township Manager Report – September 21, 2022**

Manager Suchy congratulated Parks Director Fitzpatrick for receiving the Heartwell Award.

**BOARD COMMENT**

There was no Board Comment.

**OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**

Nevin Zolensky, recommended the board look at the audit issues. These are the things people see and lose trust in. He encouraged board members to not breach the public's trust. He thought it was a good idea to have a CPA report to Treasurer Moran.

**CLOSED SESSION**

**Moved by Jacobs, supported by Hurwitz, to move into closed session to consider Written Legal Opinion related to 1100 Pettis Ave. Property. Motion carried.**

**(Closed Session Minutes are contained in a separate document.)**

**Moved by Proos, supported by Jacobs, to return to open session.**

**ADJOURNMENT**

**Moved by Hurwitz, supported by Moran, to adjourn. Motion carried.** The meeting was adjourned at 9:40 p.m.

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Jacqueline Smith  
Ada Township Clerk

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Date