



**ADA TOWNSHIP BOARD MEETING  
MINUTES  
DECEMBER 12, 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 Carter, Hurwitz, and Proos. Absent: Trustee Jacobs. Also present: Township Deputy Clerk Thompson, Township Manager Suchy, Planning Director Said, Parks Director Fitzpatrick, Fire Chief Murray, Assessor Boerman, and approximately four members of the public.

**APPROVAL OF AGENDA**

Supervisor Leisman recommended to add to the Agenda under New Business, Request for purchase of a cargo trailer for Election Stands to be stored and transported on election day, and Blade purchase (snow plow) for the Ford F250. **Moved by Hurwitz, supported by Proos, to approve the December 12, 2022, agenda as amended. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

**Approval of Board Meeting Minutes & Accept Reports/Communications**

- A. Regular Board Meeting Minutes-November 14, 2022
- B. Regular Board Meeting Minutes-November 28, 2022
- C. Closed Session Board Meeting Minutes-November 14, 2022
- D. Closed Session Board Meeting Minutes-November 28, 2022

**Receive and File Various Reports and Communications**

- A. Historic Society Meeting Minutes – November 10, 2022
- B. PRLP Meeting Minutes-November 10, 2022
- C. Sheriff Department Quarterly Report-July 1 to September 30, 2022
- D. Trails Committee Meeting Summary-November 29, 2022

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

**APPROVAL OF WARRANTS**

**ADA TOWNSHIP GENERAL WARRANTS**

Treasurer Moran presented the following Hand Checks: \$96,525.50, Warrants: \$527,637.55. Total of all Checks and Warrants: \$624,163.05. **Moved by Proos, supported by Carter, to approve the Warrant Report for 12-12, 2022, in the total amount of \$624,163.05. Roll Call: Yes – Proos, Carter, Hurwitz, Smith, Moran, Leisman; No - 0; Absent - Jacobs. Motion carried.**

**Consider Roselle Park Parking Lot Project Change Order #4 from Redline Excavating for an increase of \$16,445.54 for Additional Over Excavation of Parking Area Geogrid & Cobble Reinforcement.** Parks Director Mark Fitzpatrick was present to explain the increase. **Moved by Proos, supported by Hurwitz to approve Roselle Park Parking Lot Project Change Order #4 from Redline Excavating for an increase of 16,445.54 for Additional Over Excavation of Parking Area Geogrid & Cobble Reinforcement. Motion Carried.**

**Consider Roselle Park Parking Lot Project Change Order #5 from Redline Excavating for an increase of \$1,806.20 extra asphalt-** Parks Director Mark Fitzpatrick was present to explain the increase. **Moved by Proos, supported by Moran to approve Roselle Park Parking Lot Project Change Order #5 from Redline Excavating for an increase of extra asphalt. Motion Carried**

**Consider Roselle Park Parking Lot Project Pay Application #4 from Redline Excavating in the amount of \$155,328.29.** Parks Director Mark Fitzpatrick was present to explain the pay application. **Moved by Moran, supported by Carter to approve the Roselle Park Parking Lot Project Pay Application #4 to Redline Excavating in the amount of \$155,328.29. Motion Carried.**

**Consider Adatowne & Adacroft Neighborhoods (Phase II & III) Water Main & Street improvement Project pay Application #15 to CL Trucking & Excavating LLC in the Amount of \$263,907,.62.** Steve Groenboom was present to discuss the improvements. **Moved by Moran, supported by Hurwitz to approve Adatowne & Adacroft Neighborhoods (Phase II & III) Water Main & Street improvement Project pay Application #15 to CL Trucking & Excavating LLC in the Amount of \$263,907,.62. Motion Carried.**

**Consider Pettis Avenue Trail Project Pay Application #6 to Brenner Excavating Inc in the Amount of \$696,718.59.** Steve Groeneboom was present to explain the improvements. **Moved by Moran, supported by Hurwitz, Pettis Avenue Trail Project Pay Application #6 to Brenner Excavating Inc in the Amount of \$696,718.59. Motion Carried**

**PUBLIC COMMENT**

None

**UNFINISHED BUSINESS**

None

**PUBLIC HEARING**

None

**NEW BUSINESS**

**Resolution R-121222-1, Adopt 2023 Federal Poverty Exemption Guidelines.** Assessor, Stephanie Boerman was present to explain the recommended guidelines and supports to adopt the guidelines for 2023. **Moved by Proos, supported by Moran to adopt Resolution R-121222-1 2023 Federal Poverty Exemption Guidelines. Roll Call: Carter, Proos, Hurwitz, Moran, Smith and Leisman. Yes: 6; No: 0; Absent: Jacobs. Resolution Adopted.**

**Resolution R-121222-2, A Resolution Approving Agreement with Kent County Sheriff Department for one Additional Community Policing Officer.** The new officer is Kate Chase. Township Manager Suchy explained the Agreement to cover the cost. **Moved by Moran, supported by Carter to adopt Resolution R-121222-2 which is a resolution Approving Agreement with Kent County Sheriff Department for one Additional Community Policing Officer. Roll Call: Moran, Leisman, Smith, Proos, Carter and Hurwitz; Yes: 6; No-0; Absent: Jacobs. Resolution Adopted.**

**Resolution R-121222-3, Re-Appointment of Susan Burton and Catherine Jacobs to the Planning Commission.** **Moved by Moran, supported by Carter, to adopt Resolution R-121222-3, which is a resolution for Re-Appointment of Susan Burton and Catherine Jacobs to the Planning Commission. Roll Call: Smith, Moran, Leisman, Hurwitz, Proos and Carter. Yes- 6; No-0; Absent: Jacobs. Resolution Adopted.**

**Resolution R-121222-4, Re-Appointment of Dawn Marie Coe and Appointment of Ufuk Turan to the Downtown Development Authority Board.** **Moved by Proos, supported by Moran to adopt Resolution R-121222-4, which is a resolution for Re-appointment of Dawn Marie Coe and appointment of Ufuk Taran to the Downtown Development Authority Board. Roll Call: Proos, Hurwitz, Moran, Smith Leisman, Carter. Yes-6; No-0; Absent: Jacobs. Resolution Adopted.**

**Resolution R-121222-5, Re-Appointment of Luke Zinger, Fred Westdale, William Makuski, and Shawn Reynolds-Juarez (Alternate) to the Board of Review.** **Moved by Carter, supported by Hurwitz to adopt Resolution R-121222-5 for Re-appointment of Luke Zinger, Fred Westdale, William Makuski, and Shawn Reynolds-Juarez (Alternate) to the Board of Review. Roll Call: Carter, Proos, Hurwitz, Smith, Leisman and Moran. Yes-6; No-0; Absent-Jacobs. Resolution Adopted.**

**Purchase of Cargo Trailer for Election Stands storage and transportation in the amount of \$7,600.00. Moved by Carter, supported by Hurwitz. Motion Carried**

**Purchase of Blade (snow plow) for the Ford F250 in the amount of \$7,740.25. Moved by Carter, supported by Proos. Motion Carried.**

### **DEPARTMENT REPORTS**

Township Manager Report- December 7, 2022  
Assessing Department Report-December 5, 2022  
Downtown Development Authority Director Report-December 12, 2022  
Fire Department Report-November, 2022  
Historical Society Museum Manager Report-November, 2022  
Park & Recreation Department Report-December 5, 2022  
Planning Department Report-December 7, 2022  
Engineering Monthly Report- December 5, 2022  
F&V Operations & Resource Management Utility Report-December 8, 2022

### **BOARD COMMENT**

Trustee Proos stated that it was good to see the Clerk back and wished everyone a Merry Christmas & Happy New Year.

Treasurer Moran echoed Proos sentiments and mentioned that Dr. Devin Norman has retired from the DDA board and was a valuable asset to the DDA Board.

Clerk Smith stated what a wonderful staff Ada Township has as they recognized a medical emergency and took action immediately. She thanked everyone for all their support the past few weeks.

Supervisor Leisman stated that the meeting tonight was the last for this month/year. The next meeting will be on Monday, January 9, 2023.

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

There was no additional public comment.

### **CLOSED SESSION**

Moved by Moran, supported by Carter to move into Closed Session to consider purchase of real property pursuant to MCL 15.268) of the Michigan open meetings act at 8:16 pm.

Roll Call: Hurwitz, Smith, Carter, Proos, Moran, and Leisman. Yes: 6; No: 0; Absent: Jacobs. Motion carried.

Moved by Hurwitz, supported by Smith to return to open session at 8:50 pm..

### **ADJOURNMENT**

**Moved by Proos, supported by Hurwitz, to adjourn. Motion carried.** The meeting was adjourned at 8:51 p.m.

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Jacqueline Smith  
Ada Township Clerk

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Date