

ADA TOWNSHIP REGULAR BOARD MEETING
Monday, May 12, 2025 AT 7:00 P.M.
MINUTES

Supervisor Korth called the regular meeting of the Township Board to order at 7:00 P.M.

Board Members Present: Supervisor Korth, Treasurer Moran, Trustee Carter, Trustee Damstra, Trustee Hurwitz.

Board Members Absent: Clerk DeMarco, Trustee Proos.

Staff Present: Deputy Clerk McIntosh, Manager Suchy, Assessor Boerman, Planning Director Said, Parks & Recreation Director Deason, DDA Director Austin, Accountant Rodriguez.

Public present: None.

APPROVAL OF AGENDA

Moved by Trustee Hurwitz, supported by Trustee Damstra. Motion Carried 5-0.

GENERAL TOWNSHIP BUSINESS

Motion to Approve minutes and accept and file reports/communications under the consent agenda.

A. APPROVAL OF TOWNSHIP BOARD MINUTES

1. Regular Board Meeting Minutes – April 28, 2025

B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS

1. Zoning Board of Appeals Meeting Minutes – January 7, 2025
2. Revenue & Expense Reports as of April 30, 2025
3. Hope Network Discontinuation of KCT Service Letter – April 21, 2025

Moved by Trustee Damstra, supported by Trustee Carter, to approve minutes and accept and file reports/communications under consent agenda. Motion Carried 5-0.

A. TOWNSHIP GENERAL WARRANTS

Treasurer Moran presented the Township General Warrants in the following amount:

Hand Checks:	\$11,015.08
Warrants:	\$511,562.42
Total All Checks and Warrants:	\$522,577.50

Moved by Trustee Hurwitz, supported by Trustee Carter to Approve the Warrant Report as Presented, Roll Call Yea: 5 (Supervisor Korth, Treasurer Moran, Trustee Carter, Trustee Damstra, Trustee Hurwitz) Nay-0; Absent 2. Motion Carried.

- B. Consider Pettis Avenue Trail Phase II Project Change Order #2 from C&D Hughes Excavators Inc. for an increase of \$26,650.00 for the improvements at the Honey Creek Avenue/Pettis Avenue Intersection.**

Township Engineer, Steve Groenenboom spoke on the geometric revisions at this intersection. The work was completed and the intersection is more narrow than the previous layout. However, there was a mistake, the curb line was to be moved back three feet. Several people inspected the paint marks

including Wayne Harrall from the Road Commission and no one caught that it did not include this additional 3 feet. This work will be done in the upcoming weeks.

Consider Pettis Avenue Trail Phase II Project Pay Application #1 to C&D Hughes Excavators Inc. in the Amount of \$604,235.22

Steve Groenenboom gave an update on the progress that is being made with this project.

Moved by Treasurer Moran, supported Trustee Carter to Approve Pettis Avenue Trail Phase II Project Change Order #2 for \$26,650 and Pay Application #1 for \$604,235.22. Roll Call Yea: 5 (Supervisor Korth, Treasurer Moran, Trustee Carter, Trustee Damstra, Trustee Hurwitz, Trustee Proos) Nay-0; Absent 2. Motion Carried.

PUBLIC COMMENT

None

UNFINISHED BUSINESS

- A. Thornapple River Pedestrian Bridge Layout Options for Thornapple River Pedestrian Bridge – Steve Groenenboom, Moore + Bruggink

Township Manager Suchy: At a previous board meeting Steve presented two options and the board discussed that. Since then, we have had an opportunity to talk with other stake holders in the community. Manager Suchy stated his recommendation is to move forward with option one for the reasons outlined in the memo.

Supervisor Korth: Asked if there had been discussion about the bridge being much farther East near the schoolhouse?

Suchy: That was as a part of the Envision Ada Process, not this project.

Steve Groenenboom: The site near the school house had been discussed but the spot would have had to be raised significantly ruining the views and adding significant cost.

Trustee Carter, supported by Hurwitz to move forward with option #1 for the Thornapple River Pedestrian Bridge location. Roll Call Yea: 5(Supervisor Korth, Treasurer Moran, Trustee Damstra, Trustee Hurwitz, Trustee Proos) Nay-0; Absent 2. Motion Carried.

PUBLIC HEARING

There was no public hearing.

NEW BUSINESS

- A. Request From Egypt Valley Country Club for Public Firework Display Permit on September 27, 2025 with Rain Date of October 18, 2025

Michael Falk with Pyrotecnico Fireworks We submit this request to the Township annually for a fireworks show at the Egypt Valley Country Club.

Supervisor Korth: How long have they been doing this show? Mr. Falk responded that it has been 5 years, 2 years at this location.

What is the reasoning for us doing this approval? Manager Suchy responded that it is a State of Michigan requirement. The local legislative body needs to approve the application for fireworks.

Trustee Damstra: Have there been any complaints? Manager Suchy - Not heard of any.

Moved by Treasurer Moran, supported by Trustee Hurwitz. Motion passed

- B. Resolution R-051225-1: A Resolution Approving Road Closures for the Ada 4th of July Parade.

Township Manager: This is an annual item the township has to consider. We make this application to the Kent County Road Commission for the closure of roads. This is the same route as last year.

Moved by Treasurer Moran, supported by Trustee Hurwitz. Roll Call Yea: 5(Supervisor Korth, Treasurer Moran, Trustee Carter, Trustee Damstra, Trustee Hurwitz) Nay-0; Absent 2. Motion Carried.

- C. Introduce Ordinance O-051225-1: An Ordinance to Amend Chapter 54, Article II, Entitled "Peddlers and, Solicitors, Solicitors, Solicitation" of the Ada Township Code of Ordinances

Township Manager, I am stepping in since Clerk DeMarco is not here tonight. This is to schedule a public hearing for this ordinance. We started working on the Solicitation update when Clerk Burton was here. Last summer we had issues with Eco Shield as well as other solicitors. When Clerk DeMarco started this was one of the first things she addressed. We have worked with legal counsel to update the ordinance. The main changes are an enhanced background check, which does have an increased cost. Also created a Do Not Knock registry, allowing residences, and entire HOA's to be added to the Do Not Knock Registry. We will then be able to provide solicitors with a list of all the addresses they are not allowed to knock on. If this list is ignored and reported, the solicitors will have their permit revoked. The Administration Committee has looked at this, the main focus was on the cost structure. Legally the township has to allow for solicitation, we can't just prohibit it. But we can make it less attractive by having the Do Not Knock registry and having a registration fee that covers the actual cost. Background check will verify that the solicitors do not have a criminal background. Last year there were a number of police reports where solicitors were going in backyards and looking in windows.

Trustee Carter: How does this impact Boy Scouts or Girl Scouts? Since they are non-profit, they do not have to apply for a solicitation license.

Trustee Hurwitz: How is the township going about letting the residents know there is a Do Not Knock registry? Manager Suchy responded - featuring it in AdaView and at events such as Beers at the Bridge to get the word out. Also using contacts for the different HOA's.

Trustee Hurwitz: I see the license is good for six months. What happens if someone gets added during that time? Will they be getting updates? Deputy Clerk Erin McIntosh: We have their contact information so we would be able to contact them.

Township Manager Suchy: There will be a learning curve. The language for the ability of the clerk to revoke a license. One of the solicitors that we had previous issues with came in and requested a permit. Based on previous issues the clerk simply said "no". They do have a right to appeal to the board. If they feel their denial of a license was not appropriate, they can appeal to the township board. We have not had that happen so far. This is the first introduction then we will schedule a public hearing if the board is comfortable with that. If there are additional questions, please call Clerk DeMarco and she will have additional information.

Supervisor Korth: Could we refine the updating process? Such as every month.

Motion moved by Trustee Hurwitz, supported by Trustee Damstra to schedule the public hearing for Monday June 9, 2025. Motion Carried 5-0.

- D. Potential Charrette Process through the Housing & Community Regeneration Initiative at the University of Notre Dame School of Architecture

Supervisor Korth: This is just setting the stage for our future work session. I was an Architecture student at Notre Dame. I wanted to share this flyer from them. I felt this could be used in designing the new township hall or what becomes of this building afterwards. Notre Dame has remained focused on traditional architectural style. This community has focused late 1900's to pre-WWII.

They would produce several different renderings. Because it is based on the school curriculum there is a time line. I did explain this is tight for our June 9th meeting. This would likely be our earliest time for a decision. They were ok with that. They have offered to have someone speak with us.

There is a cost that they look to cover of \$150,000. This could be covered in a number of creative ways.

Trustee Carter: Are there other organizations that might be helpful in the same way?

Treasurer Moran: Who led our original charrette, 20 years ago? Planning Director Said: One of the key people was Jeff Speck. I am a little confused on what we are asking the University of Notre Dame to do.

Trustee Hurwitz: This seems more parallel to what we have been looking at. Also do we have enough time to do this?

Trustee Carter: I would like for someone to talk with us. Also does that \$50,000 grant tie into this at all?

Planning Director Said: That grant from the State of Michigan is going for the zoning ordinance update.

Supervisor Korth: That grant is broadly enough defined, that we don't have any specifics it is tied to.

Treasurer Moran: It seems like we are marrying these two together, the charrette and the township hall. I was hoping to have shovels in the ground this fall. But that is looking like spring. So, I would just hate to delay it anymore. I also would like to see designs from others.

DEPARTMENT REPORTS

- A. Township Manager Report – May, 2025
- B. Assessing Department Report – April, 2025
- C. Building, Facilities & Grounds Department Report – May 5, 2025
- D. Downtown Development Authority Director Report – May 12, 2025
- E. Fire Department Report – April, 2025
- F. Historical Society Executive Director Report – April, 2025
- G. Parks & Recreation Department Report – March 30, 2025
- H. Planning Department Report – April, 2025
- I. Engineering Monthly Report – May 7, 2025
- J. F&V Operations & Resource Management Utility Report – May 7, 2025

Manager Suchy: Hope Network Discontinuation of KCT Service. I reached out to Hope Network to get information, I wasn't able to get any information. I reached out to Kent County; they have been working on a mobility task force. They are aware of the issues that Hope Network has been having. Deputy County Administrator has been working on this. In Kent County there are 28 people receiving this service, 2 in Ada Township. She is looking to get groups together, including Hope Network to talk through these items. In the past, the township passed additional funding, but we never received any bills. We have asked for information such as, where are the riders going, addresses, start point, drop off locations and frequency. It's been more than 6 months and I haven't received any information other than they are confused by our request, then they understand it and say they will get on that. Three months pass and I haven't heard anything. I am not going to ask for a check to be cut, until we receive actual documentation. Which we have not received. Some of those go back more than a fiscal year, so there is no way to pay those out. But this goes to a larger issue of mobility in Kent County. We are working with Kent County to identify what other solutions are available. Just giving an update, I know we have talked about Hope Network a couple of times.

Treasurer Moran: If you could keep us updated, I know since I have been on the board we have always offered some kind of ride share. I think that is important, if we need to take the lead on that, by promoting it or whatever I would be a big proponent of that. I would like to see this.

Spalding Street Lift Station

Manager Suchy: This continues to be the gift that keeps on giving, with continued issues. There is a meeting tomorrow regarding this. Meeting with electrical engineers from our insurance company, going through the process of finding out what happened, how it happened. We have received funds for the replacement or repair of the pumps. But since we have a subrogation claim against the township, they are working through to identify what happened. F&V has been really good as far as documentation. Extremely detailed as far as the time of the event, what happened, and what the response was. So, we can feel confident in Ada Township's response to that issue.

Treasurer Moran: Question regarding 3 Mile Road paving update. Guidance document for paving non-paved roads. Are all non-paved roads natural beauty roads or is there a difference.

Township Manager Suchy: We created an issue with the road commission, by presenting a question they had never answered previously. Typically, they only allow paving of non-paved roads as part of a development. We asked can we pave this road without you being a part of it? The road commission did not have a good answer to that. They came back with some solutions for the road, but still didn't have a method to address our question. Their solutions dismissed all of our concerns. I am working with Steve Groenenboom to present to them some alternative solutions. We can't be the only community that has dealt with this issue. We need options for the board to at least consider. Right now, the residence on 3 Mile Road aren't getting any level of service because it has just been put on hold with us waiting for the road commission. We are reviewing what they provided and going to provide feedback. Then potentially bring it to the board as well.

Trustee Hurwitz: Regarding the library expenses. It seems like we are racking up many expenses for various cleaning.

Township Manager Suchy: Yes, it is expense to run the library. \$180,000 to \$200,000 or more a year for all the basic operation expenses. We get back maybe \$40,000 from KDL. When negotiating this project, the estimates were \$150,000 plus so the amounts are within range. Seems your questions might be more of was it a good deal when we entered this arrangement? We were one of the first communities that got a contract. Most communities just operated on good will. Because they liked having a KDL branch in their community. It can be revisited; it is a 15-year contract. It has been 4 years since it has been opened, so the cleaning does not seem excessive. Also, the Friends of the Library are good with assisting for anything that is seen as extra. Cleaning I would not see as extra.

Supervisor Korth invited other department heads to provide any updates outside of what was stated in their reports.

Wesley Deason, Parks and Recreation Director: We hosted a vintage baseball game with Ada Historical Society. Was a great turn out with about 400 people. Cascade won this year 9-5, making Ada 2 out of 3. It was a great event, Staff did a great job and it was beautiful weather.

Wanted to give you information that I have been working with a private donor for a significant contribution to the Roselle Park playground. I am taking that to the PLRP this Thursday for review. I hope to have that on the next meeting for our consideration.

Township Manager Suchy: Could you give an update on what happened at the pickleball court today? There was an individual that went down in the pickleball court, had a heart attack. Thanks to our wonderful staff Matt Donald, and the fire department. Matt is one of our building grounds facility workers as well as one of our fire fighters. They were able to take him to the hospital and is expected to make a full recovery. Essentially only 1 out of 10 makes it and he seems to be the "one" thanks to the quick actions of everyone. We had actually lost this individual for a period of time on the court.

Treasurer Moran: Do we have an AED out there? Parks & Recreation Director Deason - No, we do not, it has been discussed. I am planning a meeting this week with the fire chief to get one out there. Manager Suchy - In this situation it would not have helped. That is not a reason to not get one out there, in case there is an opportunity for that to be used to save someone.

Treasurer Moran: Question for Steve Groenenboom 2023 East Residential Trail and this on-going issue. Can we take a look at this? I would like to get on the calendar getting out and walking this trail as soon as possible. Take a look at that, tell me what the issues are, what the cost is, then determine how we want to proceed. If that is legal actions with Orion or just get it repaired and move on.

Second question to Paul with F&V, on the back of Stephanie's write up. Emergency calls are out of scope. I know in my neighborhood there have been couple of things. In an Emergency Miss Dig for power poll replacement at the East entrance. What is out of scope, what is in scope? Are they supposed to be calling you? If it is an emergency they are contacting you to contact Miss Dig. To get whatever it is that they need.

Also Confined Space Entry to replace the water meter at Clear Springs. Can you explain this to me? The meter was old and wasn't transmitting anymore, it needed to be replaced and it just happened to be in a confined space.

BOARD MEMBER COMMENT

None

Public comment

Closed

Adjournment

Moved by Trustee Hurwitz, supported by Trustee Carter. Motion Carried. 8:10 pm