



ADA TOWNSHIP REGULAR BOARD MEETING
MONDAY FEBRUARY 12, 2024, at 7:00 P.M.
MINUTES

The meeting was called to order by Supervisor Leisman at 7:00 P.M.

Members Present: Clerk Smith, Treasurer Moran, Trustee Proos, Supervisor Leisman, Trustee Jacobs, Trustee Hurwitz at 7:35 P.M.

Members Absent: Trustee Carter.

Staff Present: Township Manager Suchy, Building Facilities and Grounds Director Brinks, Planning Director Said, Accountant Rodriguez, Parks and Recreation Director Deason, Assessor Boerman.

Public Present: 4 members of the public.

APPROVAL OF AGENDA

Moved by Jacobs, supported by Proos to approve the agenda with the removal of Special Work Session Meeting Minutes removed. Motion Carried.

GENERAL TOWNSHIP BUSINESS

Moved by Jacobs, supported by Proos to approve minutes and accept and file reports and communications under consent agenda. Motion Carried.

A. APPROVAL OF TOWNSHIP BOARD MINUTES

1. Regular Board Meeting Minutes – January 22, 2024
2. ~~Special Work Session Meeting Minutes – February 5, 2024~~

B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS

1. Planning Commission Regular Meeting Minutes – December 21, 2023
2. Zoning Board of Appeals Regular Meeting Minutes – January 2, 2024
3. Parks, Recreation and Land Preservation Meeting Minutes – January 11, 2024

APPROVAL OF WARRANTS

Treasurer Moran presented the following total amount for Hand Checks and Warrants:

Hand Checks: \$6,967.61

Warrants: \$1,328,223.39

Total all Hand Checks and Warrants: \$1,335,191.00

Moved by Jacobs, supported by Proos to approve the February 12, 2024, Warrant Report totaling \$1,335,191.00. Roll Call: Yes- Jacobs, Leisman, Moran, Smith, Proos; No- 0; Absent- 0. Motion Carried.

PUBLIC COMMENT

Nevin Zolenski, 6151 3 Mile Road, spoke to the board regarding the summer meeting schedule, his concerns about a potential land purchasing for a new town hall, and concern about a pedestrian bridge going over M-21.

UNFINISHED BUSINESS

There was no unfinished business.

PUBLIC HEARING

There was no public hearing.

NEW BUSINESS

Amy Van Andel Library Quarterly Report – Scott Ninemeier, Kent District Library.

Scott Ninemeier, Kent District Library (KDL) Regional Manager, introduced a new manager in training to the board. Ninemeier stated that KDL is seeing growth in member ship cards and summarized other areas of his quarterly report. He also stated that programming and study room use is going up and is eager to see consistent growth in patrons.

Resolution R-021224-1: Board & Commissions Meeting Dates for FY 2024-2025.

Clerk Smith summarized the proposed calendar provided to the Board members. She stated that several dates were moved due to holiday conflicts on Mondays that the Township will be closed. Board members discussed the summer schedule first, and board members agreed that the noon meetings are beneficial due to evening events. Manager Suchy noted that the PRLP Board has been moved to the third Thursday. Trustee Proos stated that the public never has to wait for a meeting to express their issues. We are open during the week and encouraged residents with issues to call or email. **Moved by Jacobs, supported by Proos to adopt R-021224-1, Board and Commissions Meeting Dates for FY 2024-25. Roll Call: Yes- Jacobs, Leisman, Moran, Smith, Proos; No- 0; Absent- 0. Motion Carried.**

Resolution R-021224-2: A Resolution to Appoint Rob VanderVennen to the Planning Commission for a Term Expiring December 31, 2024.

Supervisor Leisman summarized VanderVennen's application to fill previous Planning Commission member Easter. **Moved by Proos, supported by Jacobs to appoint Rob VanderVennen to the Planning Commission for a Term Expiring December 31, 2024. Roll Call: Yes- Jacobs, Leisman, Moran, Smith, Proos; No- 0; Absent- 0. Motion Carried.**

Consider Recommendation from Buildings, Grounds, & Utilities Committee to Approve Proposal from Hurst Mechanical for Amy Van Andel Library Preventative Maintenance Agreement.

Manager Suchy summarized the proposal for a preventative maintenance agreement provided to the board. He stated that the BGU committee recommended this agreement at the January meeting. **Moved by Proos, supported by Smith to approve the proposal from Hurst Mechanical. Motion Carried.**

Consider Recommendation from Buildings, Grounds, & Utilities Committee to Approve Purchase of Commercial Mobile Pressure Washer from Great Lakes Cleaning Systems for \$6,995.00.

Director Brinks presented the recommendation and explained the use of the small unit to address ongoing maintenance on wooden trails and graffiti issues around the township. Manager Suchy provided information regarding warranty. **Moved by Jacobs, supported by Moran to approve the purchase from Great Lakes Cleaning Systems for \$6,995.00. Motion Carried.**

Consider Recommendation from Buildings, Grounds, & Utilities Committee to Approve Purchase of Buffalo Turbine Toolcat Attachment from Carleton Equipment for an Amount Not to Exceed \$12,908.88.

Director Brinks referred to the attached information provided to the board members. He stated that this proposal came out off a month long rental where his department was able to manage cleaning of the trail system with great efficiency. Manager Suchy provided information regarding warranty. **Moved by Proos, supported by Jacobs to approve purchase from Carleton Equipment for an amount not to exceed \$12,908.88. Motion Carried.**

Consider Recommendation from Buildings, Grounds, & Utilities Committee to Approve Proposal from Windemuller for SCADA Upgrade Project for a Cost Not to Exceed \$16,500.00.

Manager Suchy referred to the provided information and stated that the current system is having an increasing amount of errors. Manager Suchy consulted with F&V Operations and the BGU committee, and these improvements have been budgeted for in the 2023-2024 Fiscal Year. **Moved by Moran, supported by Proos to approve proposal from Windemuller for a cost not to exceed \$16,500.00. Motion Carried.**

2023 Township Clean Up Day Recap – Dennis Brinks Buildings, Facilities, & Grounds Director.

Director Brinks summarized the results of the clean-up day. He stated that the clean-up day preformed as average, regardless of rain. Director Brinks stated that the school and several contractors are already on board for an October 26, 2024 date.

DEPARTMENT REPORTS

A. Township Manager Report – February 7, 2024

Manager Suchy stated that Dixon Environmental came back regarding the Oxbow purchasing, and they found no environmental concerns. Manager Suchy announced that a meeting with Amway was held regarding Amway relocating their California branches back into the Ada community with a \$127 million investment into an expansion in the area. He stated that the Township will be writing a letter of support regarding this move. No permitting has happened yet, it's just a letter supporting the continued growth within the township. Stated that the February 26 meeting will have a Kent County Road Commission update on the slated projects.

B. Assessing Department Report – February 5, 2024

Trustee Proos asked question regarding assessing appeals. Assessor Boerman stated that the process can take between 2 to 4 years regarding the appeal process.

C. Building, Facilities & Grounds Department Report – February 6, 2024

D. Downtown Development Authority Director Report – February 5, 2024

E. Fire Department Report – January, 2024

F. Historical Society Museum Manager Report – January, 2024

G. Parks & Recreation Department Report – February 5, 2024

Director Deason stated that he is looking forward to onboarding the new Recreation Programmer, Ethan Ingle, who grew up in Ada and attended FH Central, starting mid-March.

H. Planning Department Report – January, 2024

I. Treasurer's Department Quarterly Report – February 7, 2024

Treasurer Moran highlighted several aspects of his report. He highlighted growth moving forward and continues to do due diligence regardless of the status of the banks.

- J. Engineering Monthly Report – January, 2024
- K. F&V Operations & Resource Management Utility Report – February 7, 2024

BOARD MEMBER COMMENT

Trustee Jacobs noted that Sarah Easter leaving the planning commission, a long-time member of almost 12 years, will be missed.

Clerk Smith stated that her office is preparing for the February 27, 2024 election. She stated that we are open during the day for resident concerns and is happy to meet after hours with residents that don't feel like the current meeting time works for them.

Treasurer Moran stated that taxes due in two days.

Supervisor Leisman stated that Manager Suchy did a great job of presenting the budget on February 5 at the special meeting.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Nevin Zolenski, 6151 3 Mile, raised a concern regarding the November Zoning Board of Appeals (ZBA) meeting. He stated that the minutes appear that a ZBA member received preferential treatment. He also raised a concern regarding the bond loss and the township's business with Flagstar Bank.

CLOSED SESSION

There was no closed session.

ADJOURNMENT

Moved by Proos, supported by Hurwitz to adjourn the meeting at 8:03 P.M.

Jacqueline Smith
Ada Township Clerk

Date