



**ADA TOWNSHIP BOARD MEETING
MINUTES
January 8, 2018**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Smith, Treasurer Moran, and Trustees Hurwitz, Jacobs, LeBlanc and Proos. Also present: Planning Director Jim Ferro, Sheriff Ryan Roe, and eight community members.

APPROVAL OF AGENDA

Moved by LeBlanc, supported by Hurwitz, to approve the Agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Board Meeting Minutes and Accept Reports and Communications

Township Board Minutes - 12/11/17

Receive and File Various Reports/Communications

1. Fire Department Activity Report - 11/17; 2. Planning Commission Minutes - 11/16/17; 3. KCRC - Knapp Street Widening Project; 4. Hope Network Transportation Services Report - 11/17; 5. Grand River Drive Neighborhood Association Speeding - 12/7/17; 6. Utility Advisory Board Minutes - 11/16/17; 7. Parks, Recreation & Land Preservation Advisory Board Minutes - 11/9/17; 8. Cascade Township Planning Department Relocation - 12/19/17; 9. Ada DDA Minutes - 11/13/17; 10. Ada Historical Society Minutes 11/9/17. **Moved by Proos, supported by Jacobs, to approve the Reports and Communications under the Consent Agenda. Motion carried.**

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Moran reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$33,550.57; #205 \$2,595.99; #208 \$3,081.88; #248 \$800.00; #401 \$11,600.00; #590 \$771.41; #591 \$732.49; #592 \$226.02; Total all Hand Checks: \$53,358.36. Warrants: #101 \$21,302.50; #205 \$27,225.26; #208 \$5,870.92; #211 \$383.17; #213 \$256.49; #248 \$4,142.40; #401 \$241,965.55; #590 \$9,607.53; #591 \$14,175.15; #592 \$4,652.63; Total Warrants: \$329,581.60. Total All Checks and Warrants: \$382,939.96. **Moved by Jacobs, supported by LeBlanc, to approve the Warrant Report for January 8, 2018, in the total amount of \$382,939.96. Roll Call: Yes - Jacobs, Proos, LeBlanc, Hurwitz, Moran, Smith, and Haga; No - 0; Absent - 0. Motion carried.**

PAY APPLICATION 2, SETTLERS GROVE PARK PROJECT

Mike Oezer, Progressive AE, stated this is the second pay application for \$61,974.90 to Katerberg VerHage for progress made over the last month. **Moved by Jacobs, supported by LeBlanc, to approve Pay Application 2, Settlers Grove Park Project, in the total amount of \$61,974.90, payable to Katerberg Verhage. Roll Call: Yes - Proos, LeBlanc, Hurwitz, Jacobs, Smith, Haga, and Moran; No - 0; Absent - 0. Motion carried.**

CHANGE ORDER 1, THORNAPPLE RIVER WATER MAIN CROSSING

Steve Groenenboom, Moore & Bruggink, stated the Change Order adds a safety item to the original contract quantities, as well as a time extension required to complete the project. The time extension will allow them to get the water main pipe done by March 31, and final completion by April 30, 2018. **Moved by Jacobs, supported by LeBlanc, to approve Change Order 1, Thornapple River Water Main Crossing, in the total amount of \$3,990.00, payable to Diversco Construction Co. Roll Call: Yes - LeBlanc, Hurwitz, Jacobs, Proos, Haga, Moran, and Smith; No - 0; Absent - 0. Motion carried.**

PAY APPLICATION 2, THORNAPPLE RIVER WATER MAIN CROSSING

Steve Groenenboom stated this is recommendation for payment to Diversco Construction for work through December 31, 2017 in the amount of \$68,936.94. **Moved by Jacobs, supported by LeBlanc, to approve Pay Application 2, Thornapple River Water Main Crossing, in the total amount of \$68,936.94, payable to Diversco Construction Co. Roll Call: Yes - Hurwitz, Jacobs, Proos, LeBlanc, Moran, Smith, and Haga; No - 0; Absent - 0. Motion carried.**

CHANGE ORDER 3, ADA DRIVE PROJECT

Steve Groenenboom stated this change order is a net decrease to the contract of \$56,657.86. **Moved by Proos, supported by Hurwitz, to approve Change Order 3, Ada Drive Project, which is a deduction in the amount of \$56,657.86, payable to Kamminga & Roodvoets, Inc. Roll Call: Yes - Jacobs, Hurwitz, Proos, LeBlanc, Smith, Haga, and Moran; No - 0; Absent - 0. Motion carried.**

PAY APPLICATION 8, ADA DRIVE PROJECT

Steve Groenenboom explained this is the final pay estimate for the Ada Drive Project. He stated he is recommending retainage of \$5,000.00 until it can be confirm in the spring that the grass is growing. The amount due at this time is \$194,305.72. **Moved by Jacobs, supported by Moran, to approve Pay Application 8, Ada Drive Project, payable to Kamminga & Roodvoets, Inc., in the total amount of \$194,305.72. Roll Call: Yes - Hurwitz, Proos, LeBlanc, Jacobs, Haga, Moran, and Smith; No - 0; Absent - 0. Motion carried.**

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee Jacobs stated she is disappointed with the Kent County Road Commission regarding the letter from residents about speeding on Grand River. She was happy to see that the Fire Department gave leftover brats to the construction workers and was also happy to see that the Historical Society was just shy \$600 for their capital campaign.

Clerk Smith stated the MTA State Conference is again in April this year, and it is in Traverse City. Conference registration is open now, and housing registration opens January 23.

Trustee LeBlanc stated he was impressed with the Fire Department report.

Treasurer Moran stated he attended the Spectrum ribbon cutting ceremony. It is a beautiful building, and the space looks much larger inside than from the outside. There could be as many as 52 people working there, with additional positions added in subsequent years. Treasurer Moran also stated that perhaps we need an additional dedicated sheriff to address speeding excesses in the Township.

Supervisor Haga stated the Strategic Plan will be on the agenda for the second Board meeting of the month and will be placed under reports and communications. He stated he was impressed by the Spectrum facility. Regarding the speeding issue he will talk with neighbors and the precinct commander to see what our options may be, and will probably get the Public Safety Commission involved in the process also.

UNFINISHED BUSINESS

PROPOSAL FOR TRANSPORTATION ENGINEERING SERVICES - ADA DRIVE SUBAREA PEDESTRIAN/TRAFFIC REVIEW

Moved by LeBlanc, supported by Smith, to approve the Proposal for Transportation Engineering Services - Ada Drive Subarea Pedestrian/Traffic Review by Progressive AE, in the amount of \$3,320.00 plus expenses. Roll Call: Yes - Proos, LeBlanc, Jacobs, Hurwitz, Moran, Smith and Haga; No - 0; Absent - 0.

Moved by Proos, supported by Jacobs, to amend the motion to change the project amount to not to exceed \$4,000.00, and add engineering work on the issue of Grand River Drive. Motion to amend carried.

**Motion by Moran, supported by LeBlanc, to amend the main motion in order to forego the Township policy of receiving three bids for an expense over \$3,000.00. Motion to amend carried.
Main motion, as amended with two amendments, carried.**

NEW BUSINESS

THORNAPPLE RIVER DRIVE WATER - EASEMENT

Steve Groenenboom stated this is for a water main easement for Steve Fryover for the Thornapple River Drive Water Main river crossing project. **Moved by Proos, supported by Jacobs, to approve the recommendation for an easement to Mr. Fryover regarding the Thornapple River Drive Water Main project, in the amount of \$3,000.00. Roll Call: Yes - LeBlanc, Jacobs, Hurwitz, Proos, Smith, Haga, and Moran; No - 0; Absent - 0. Motion carried.**

RESOLUTION R-010818-1, APPROVE PUD PLAN BIG STEPS LITTLE FEET CHILD CARE CENTER, FOR ADDITION OF A 4,050 SQ. FT. SCHOOL-AGE CLASSROOM AND STORAGE BUILDING, 7030 E. FULTON ST., PARCEL NO. 41-15-28-477-046

Planning Director Jim Ferro stated this proposed amendment adds a second building of 4,050 square foot, which will be used as a classroom and storage area. There will also be 17 additional parking spaces. They also plan to build an eight foot wide path along Fulton. The proposed resolution approves the PUD amendment with conditions of approval as recommended by the Planning Commission. **Moved by Proos, supported by Jacobs to adopt Resolution R-010818-1, Approve PUD Plan Big Steps Little Feet Child Care Center for Addition of a 4,050 sq. ft. School-Age Classroom and Storage Building. Roll Call: Yes - Jacobs, Proos, LeBlanc, Hurwitz, Moran, Smith, and Haga; No - 0; Absent - 0. Motion carried.**

ADA DDA APPOINTMENT TO FILL VACANCY

Supervisor Haga stated we received seven applications for the vacant position on the Ada DDA Board. He recommended approval of Dawn Marie Coe to fill the open position on the Ada DDA Board, which will expire on January 1, 2021. **Moved by LeBlanc, supported by Moran, to approve the appointment to the Ada DDA Board of Dawn Marie Coe, as recommended by the Supervisor. Motion carried.**

HALL STREET LIFT STATION PUMP PROPOSAL

Steve Groenenboom stated the pumps are in need of being replaced. He recommended Option #4, purchasing new pumps from Kennedy Industries in the amount of \$38,000.00. They are in the process of seeking a SAW grant through the State of Michigan. **Moved by Proos, supported by LeBlanc, to approve Option 4, the dry pit submersible pump replacement at the Hall Street Life Station at a cost of \$38,000.00 with a total installed price of \$52,000.00. Roll Call: Yes - Proos, LeBlanc, Hurwitz, Jacobs, Smith, Haga, and Moran; No - 0; Absent - 0. Motion carried.**

OPPORTUNITY FOR PUBLIC COMMENT

Sheriff Ryan Roe gave a report on the activities he has been involved in at Ada Township, including Shop with a Sheriff, Trunk or Treat, Tinsel Treats & Trolleys, and the Santa Parade. He stated he would check into the speeding issues that had been reported.

ADJOURNMENT

The meeting was adjourned at 8:05 p.m.

Jacqueline Smith
Ada Township Clerk

Date

JS/dr