

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
February 27, 2017**

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

**APPROVAL OF AGENDA**

Added to the agenda under New Business: Item F. Placement Agent Engagement Agreement with Stifel. **Moved by Proos, supported by LeBlanc, to approve the Agenda as amended. Motion carried.**

**PUBLIC HEARING  
2017 PARKS, RECREATION AND LAND PRESERVATION PLAN**

**Moved by LeBlanc, supported by Proos, to proceed into the Public Hearing regarding the 2017 Parks, Recreation and Land Preservation Plan. Yes - 5; No - 0; Absent - 2. Motion carried.**

Parks Director Mark Fitzpatrick stated the Plan is a five-year strategic-type plan following procedures and guidelines set up by the Michigan Department of Natural Resources that recommends communities throughout the State set up a recreation plan. Any changes to the plan will be edited and the document submitted to the DNR for approval.

**Moved by Proos, supported by LeBlanc, to close the Public Hearing regarding the 2017 Parks, Recreation and Land Preservation Plan. Motion carried.**

**RESOLUTION R-022717-1, TO APPROVE THE 2017 ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION PLAN**

**Moved by LeBlanc, supported by Proos, to approve Resolution R-022717-1, the 2017 Parks, Recreation and Land Preservation Plan. Roll Call: Yes - Proos, LeBlanc, Moran, Smith, Haga; No - 0; Absent - Hurwitz, Jacobs. Resolution adopted.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

**Approval of Minutes and Accept Reports and Communications**

Approval of minutes from the 2/13/17 Regular Board Meeting

**Receive and File Various Reports/Communications**

1. Fire Department Activity Report - 1/17; 2. Planning Commission Minutes - 1/19/17; 3. Building Permit Report - 1/17; 4. West Michigan Regional Dashboard - 2017; 5. Community Technology Plan - Kent County - 2/17; 6. Kent District Library - Check Out a Hot Spot - 2/17; 7. Ethics Board Meeting Minutes - 1/27/17 Special Meeting; 8. Letters Regarding Kent County Conservation League - Ordinance Matters; 9. Zolenski Communications - Grand River Dr/Knapp Entry Sign; 10. Comcast Update - 2/6/17; 11. Ada DDA Minutes - 1/9/17, 1/16/17, 1/26/17; 12. Ada Parks, Recreation and Land Preservation Advisory Board Minutes - 1/12/17, 1/24/17; 13. Park Director's Report - 2/9/17; 14. Township Residents: a. Bierling - Rix St Trail/Sidewalk, b. Banker - Rix St Trail/Sidewalk. c. Brunbau - Rix St Trail/Sidewalk, d. Nichols - Rix St Trail/Sidewalk, e. Styf - M21/Kulross Traffic Light. **Moved by Proos, supported by LeBlanc, to approve the Minutes and accept 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 \$1,527.47; #205 \$192.16; #208 \$804.94; #590 \$23.64; #591 \$23.64; #592 \$5.25; Total all Hand Checks \$2,577.10. Warrants: #101 \$7,562.59; #205 \$73,378.16; #208 \$1,173.95; #248 \$8,318.64; #401 \$16,231.12; #590 \$6,605.98; #591 \$9,376.33; #592 \$5,493.62, #701 \$128,684.14; Total Warrants \$128,684.14. Total All Checks and Warrants: \$131,261.24. **Moved by LeBlanc, supported by Proos, to**

**approve the Warrant Report for February 27, 2017, in the total amount of \$131,261.24. Roll Call: Yes - Proos, LeBlanc, Smith, Moran, and Haga; No - 0; Absent - Hurwitz, Jacobs. Motion carried.**

#### **PUBLIC COMMENT**

None.

#### **BOARD COMMENT**

LeBlanc stated that he had suggested at the board budget work session to include money to fix the projection system and computer.

Proos complimented all the detail and publicity for Ada regarding Envision Ada. He stated the businesses and the residents appreciate it.

Smith stated the AdaView will be going out in the next couple of days.

Supervisor Haga stated the maps on Phase 1 will be in the AdaView and they have gone out to all businesses that will be affected by the construction. Copies are available. He stated there is a vacancy in the Planning Commission that needs to be filled. Another project that needs attention is the speed issue on Thornapple River Drive. He has responded to the emails received.

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

##### **RESOLUTION R-022717-3, BOND REFUNDING - CAPITAL IMPROVEMENT GENERAL OBLIGATION LIMITED TAX SERIES 2007**

Attorney Mark Nettleton, Mika Meyers, stated in 2007 the Township issued Capital Improvement Bonds in the amount of \$4,575,000. They are currently outstanding in the amount of \$2,185,000 and the interest rates are 4% to 4.2%. It is the recommendation of the Township's Registered Municipal Financial Advisor, Paul Stoddard, PSM, to seek proposals from local banks and financial institutions for the refunding of the bonds on a refunding basis. It is proposed to authorize the issuance of the Townships refunding bonds in the not to exceed amount of \$2 million at a maximum interest rate of 2.5%. **Moved by Proos, supported by Smith, to adopt Resolution R-022717-3, Bond Refunding - Capital Improvement General Obligation Limited Tax Series 2007. Roll Call: Yes - LeBlanc, Proos, Moran, Smith, and Haga; No - 0; Absent - Hurwitz, Jacobs. Resolution adopted.**

##### **PLACEMENT AGENT ENGAGEMENT AGREEMENT WITH STIFEL**

Moran stated in talking with our financial advisor and Mark Nettleton, we elected to engage the services of Stifel Nicolas to refund these bonds to get a better idea of our cost savings to create more of a market for these bonds. We believe putting them in the market and opening up to several financial institutions versus one will create a market that will benefit the Township. Nettleton stated we have a team that includes Mika Meyers as Bond Counsel, Paul Stoddard, PSM, the Townships Registered Financial Advisor, and Stifel Nicolas will be acting as Placement Agent for these bonds. The engagement letter authorizes them to act as Placement Agent on behalf of the Township. **Moved by LeBlanc, supported by Proos, to approve the Agreement with Stifel Nicolas as the Placement Agent Engagement for the bond matter. Motion carried.**

##### **BOARD OF REVIEW APPOINTMENT - ALTERNATE**

Supervisor Haga recommended Bill Makuski be appointed as an alternate to the Board of Review for a two-year term. **Moved by LeBlanc, supported by Proos, to approve the Board of Review Appointment - Alternate for Bill Makuski. Motion carried.**

**APPROVAL TO SEEK PROPOSALS (BID) FOR GRAND VALLEY ESTATES GENERATOR REPLACEMENT**

Supervisor Haga stated the generator is barely working; a new generator for this project is estimated to be \$130,000. **Moved by Proos, supported by LeBlanc, to approve pursuing bids for a replacement generator at the Grand Valley Estates pump house at an estimated budget amount of \$130,000. Motion carried.**

**EMPLOYEE COMPENSATION AND BENEFITS FOR FY 17/18**

Supervisor Haga stated the Personnel Committee is recommending: 1. A two percent wage adjustment for all township staff for FY 17-18; and a classification change for the Parks Director position to bring it to the same classification as other department directors; 2. Approval of the current HSA plan which has not changed from the FY '16-17 plan; 3. Renewal of the current Medicare Group plan which has not changed from the FY '16-17 plan; 4. Renewal of reimbursement of Medicare premium expenses policy for FY '17-18 with a 20% employee contribution to the Medicare reimbursement. **Moved by LeBlanc, supported by Smith, to approve the Employee Compensation and Benefits for FY '17/18 as recommended by the Personnel Committee. Motion carried.**

**ADA TOWNSHIP SPECIAL EVENT WAIVER REQUEST**

Supervisor Haga stated Special Events planned for this summer at Leonard Field and Ada Fire Station 1 include "Beers at the Bridge" at Leonard Field, Fridays, June 23, July 21, and August 18; and "Brats & Bonfires" at Ada Fire Station 1, Thursday, November 9. A request is being made to waive Section 11, Disorderly conduct, of the Ada Township Parks and Recreation Areas Rules and Regulations for the "Beers at the Bridge" events at Leonard Field: and the prohibition of alcohol use in a Township building, Ada Fire Station 1 for the "Brats and Bonfires" event. **Moved by LeBlanc, supported by Moran, to approve the waiver request for Ada Township Special Events as presented in the February 21, 2017 memo from the Supervisor. Motion carried.**

**RESOLUTION R-022717-2, MICRO BREWERY LICENSE-SIETSMA CIDER LLC**

**Moved by LeBlanc, supported by Proos, to postpone action on Resolution R-022717-2, Micro Brewery License - Sietsma Cider LLC, due to lack of presence of the applicant. Motion carried.**

**4<sup>TH</sup> OF JULY ENTERTAINMENT APPROVAL**

Smith stated she received bids from Colby Event Services and ACP Entertainment. ACP's bid without a zip line is \$12,415, and a zip line is \$4,300; they also included a Trackless Train Ride and Mechanical Bulldog Ride for an additional cost of \$950 each. This request is for adopting this first-year bid with an option to renew for the following two years. **Moved by Proos, supported by LeBlanc, to approve the basic bid including the zip line, but not the Trackless Train Ride and Mechanical Bulldog Ride. Roll Call: Yes - Proos, LeBlanc, Smith, Moran, and Haga; No - 0; Absent - Hurwitz, Jacobs. Motion carried.**

**OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**

Frank Hoover stated he would like to see everyone riding the zip line at 4<sup>th</sup> of July this year.

**ADJOURNMENT**

The meeting was adjourned at 8:22 p.m.

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Jacqueline Smith  
Ada Township Clerk

\_\_\_\_\_  
Date

JS/dr