

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
April 30, 2018**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Smith, Treasurer Moran, Trustee Hurwitz, and Trustee Jacobs. Absent: Trustee LeBlanc and Trustee Proos. Also present: Planning Director Jim Ferro, Fire Chief David Murray, Parks Director Mark Fitzpatrick, DDA Coordinator Brian Hilbrands, and approximately 20 community members.

**APPROVAL OF AGENDA**

**Moved by Hurwitz, supported by Jacobs, 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 - 4/9/18

**Receive and File Various Reports/Communications**

1. Ada Historical Society Board Minutes - 3/8/18; 2. GVMC Policy Committee-Transportation Minutes - 1/17/18; 3. Parks, Recreation & Land Preservation Advisory Board Minutes - 3/8/18; 4. Park Director's Report - 4/12/18; 5. MTA Communications-"Dark Store" Property Valuation - 4/9/18; 6. Hope Network Transit Ridership - 3/2018; 7. City of Grand Rapids-Lead and Copper Rules - 3/20/18; 8. DDA Minutes - 3/12/18. **Moved by Jacobs, supported by Hurwitz, to approve the Reports and Communications under the Consent Agenda. Moved by Smith, supported by Jacobs, to amend the motion and move #5, MTA Communications - "Dark Store" Property Valuation - 4/09/18 to New Business as Item J. Motion to amend carried. Main motion, as amended, carried.**

**APPROVAL OF WARRANTS**

**ADA TOWNSHIP GENERAL WARRANTS**

Treasurer Moran reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$18,696.26; #205 \$1,679.98; #208 \$11,282.77; #214 \$874.98; #248 \$510.00; #401 \$61,563.56; \$590 \$546.70; #591 \$752.80; #592 \$294.58; Total all Hand Checks: \$96,201.63. Warrants: #101 \$58,386.33; #205 \$96,515.42; #208 \$6,567.89; #214 \$21.82; #401 \$233.33; #590 \$140,160.99; #591 \$146,356.83; #592 \$3,342.50; Total Warrants: \$451,585.11. Total All Checks and Warrants: \$547,786.74. **Moved by Jacobs, supported by Hurwitz, to approve the Warrant Report for April 30, 2018, in the total amount of \$547,786.74. Roll Call: Yes - Hurwitz, Jacobs, Smith, Moran, and Haga; No - 0; Absent - LeBlanc, and Proos. Motion carried.**

**PAYMENT #4 - THORNAPPLE RIVER WATERMAIN CROSSING**

Steve Groenenboom, Moore & Bruggink, explained this request. **Moved by Jacobs, supported by Moran, to approve Pay Application #4 for the Thornapple River Watermain Crossing, payable to Diversco Construction, Inc. in the amount of \$54,906.00. Roll Call: Yes - Jacobs, Hurwitz, Moran, Smith, and Haga; No - 0; Absent: LeBlanc, and Proos. Motion carried.**

**CHANGE ORDER 2 - SETTLERS GROVE PROJECT**

Mike Oezer, Progressive AE, stated this second Change Order is for \$1,677.28 for increases and decreases in the contract, including tree cutting and a water fountain. **Moved by Jacobs, supported by Hurwitz, to approve Change Order 2 for the Settlers Grove Project, payable to Katerberg VerHage, Inc. in the amount of \$1,677.28. Roll Call: Yes - Jacobs, Hurwitz, Smith, and Haga; No - Moran; Absent: LeBlanc, and Proos. Motion carried.**

**PUBLIC COMMENT**

Kara Ziedins, Adacraft Commons, stated several residents are concerned about Darniel's Landscape Management, a landscaping and snow plowing business that has been run from a residential home in the neighborhood for about three years. She stated there are pickup trucks with trailers and snow plows coming in and out of the neighborhood every day, and they are being stored in the residence's driveway and yard. She encouraged the township to enforce

its ordinances. Planning Director Jim Ferro stated three separate notices were sent to the party in violation of the zoning rules beginning in November. He is hoping to have a meeting with the owner before issuing a citation. Katie Kenyon, Adacraft Commons Association President, stated she has pictures and emails from residents. She also stated there are by-laws they are enforcing.

#### **BOARD COMMENT**

Trustee Jacobs stated she appreciates the neighborhood reaching out and sending the letter. There is something going on there that is not normal, and it needs to be addressed.

Clerk Smith stated three of the Board members attended the MTA Conference last week, and it was a great conference.

Supervisor Haga stated board members were given the following documents: a summary of the insurance renewal package, information regarding a development going in on Four Mile Road, State of Michigan information regarding broadband, an invitation to the museum groundbreaking on May 7, and a copy of the MTA policy platform that was presented and adopted at the MTA conference.

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

##### **ADA PARK - TENNIS & PICKLE BALL COURTS CONTRACT AWARD**

**Moved by Smith, supported by Jacobs, to approve the contract with Apex Contractors, Inc. in the amount of \$320,100, plus the \$7,500 for the Soils & Structures, Inc. work, and a contingency of \$9,600, for a total of \$337,200 for the Tennis & Pickle Ball Courts. Roll Call: Yes - Hurwitz, Jacobs, Smith, and Haga; No - Moran; Absent - LeBlanc, and Proos. Motion carried. Moved by Smith, supported by Hurwitz, to amend the motion to not to exceed \$337,200 for the project. Motion carried.**

##### **AUTHORIZATION TO PROCEED TO BID - TRAIL AND PARKING LOT IMPROVEMENTS**

Mark Fitzpatrick stated five different asphalt projects are being combined. Steve Groenenboom, Moore & Bruggink, stated total budget for the five projects is \$342,000, which includes all their engineering costs.

**Moved by Jacobs, supported by Smith, for approval to bid on the five projects as listed in the April 19, 2018 memo. Motion carried. Moved by Jacobs, supported by Hurwitz, to amend the motion to include 400 feet of paving in front of the Fire Station at a cost of \$30,000, for a total estimate of \$372,000. Motion carried.**

##### **ROSELLE PARK GREEN ROOF MAINTENANCE SERVICES**

Mark Fitzpatrick stated there is an issue with safely accessing and managing the maintenance required on the green/live roof section on the building.

**Moved by Jacobs, supported by Moran, to approve the Roselle Park Green Roof Maintenance Services with Summit Landscape Management, Inc. in the amount of \$3,300.00 for one year. Motion carried. Moved by Moran, supported by Jacobs, to amend the main motion to eliminate the month of April from the bid for a new bid price of \$2,880.00 for the Roselle Park Green Roof Maintenance Services for one year. Motion carried.**

##### **ADA TOWNSHIP SPECIAL EVENT WAIVER REQUEST**

Supervisor Haga stated this is a request to waive Section 11, Disorderly Conduct, of the Ada Township Parks and Recreation Areas Rules and Regulations for the "Beers at the Bridge" events to be held at Leonard Field on Friday, June 22, Friday, July 20, and Friday, August 17, and for the "Brats and Bonfires" to be held on Friday, October 19.

**Moved by Jacobs, supported by Moran, to approve the Special Event Waiver Request for the "Beers at the Bridge" and the "Brats and Bonfires" as listed in the memo of April 12, 2018. Motion carried.**

##### **RESOLUTION R-043018-1, SPECIAL LICENSE PERMIT FOR "BEERS AT THE BRIDGE"**

Supervisor Haga stated this is a Special License Permit for "Beers at the Bridge" on June 22, July 20, and August 17, 2018. **Moved by Jacobs, supported by Moran, to adopt Resolution R-043018-1, Special License Permit**

for “Beers at the Bridge” activities. Roll Call: Yes - Hurwitz, Jacobs, Moran, Smith, and Haga; No - 0; Absent - LeBlanc, and Proos. Resolution adopted.

**LICENSE & RELEASE AGREEMENT TO ACCESS PROPOSED COMMUNITY CENTER/ LIBRARY PROPERTY**

Jim Ferro stated last week Geld, LLC, closed on their acquisition of the future community center/library site with the intent that it will be conveyed at no cost to the Township between now and the start of construction. This agreement gives us to the right to enter the property to conduct soil borings, and possibly some due diligence. **Moved by Jacobs, supported by Moran, to approve the License and Release Agreement to Access Proposed Community Center/Library Property. Roll Call: Yes - Jacobs, Hurwitz, Smith, Moran, and Haga; No - 0; Absent - LeBlanc, and Proos. Motion carried.**

**COMMUNITY CENTER/LIBRARY BUILDING PROJECT - ARCHITECT/ENGINEER AWARD RECOMMENDATION**

Scott Rantala, JLL, stated we are recommending the team of Progressive AE/OPN Architects be awarded the architectural and engineering services bid, allowing the project team to negotiate the final contract fee, terms, and conditions for approval and execution by all parties. **Moved by Jacobs, supported by Hurwitz, to approve the Community Center/Library Building Project - Architect/Engineer design services with Progressive/OPN as proposed. Roll Call: Yes - Hurwitz, Jacobs, Moran, Smith, and Haga; No - 0; Absent - LeBlanc, and Proos. Motion carried.**

**ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM APPLICATION**

Fire Chief David Murray stated this is a three-year grant, with the wages and benefits covered 75% in the first and second year and 35% in the third year. The total grant could be as much as \$384,246. **Moved by Smith, supported by Jacobs, to approve the Assistance to Firefighters SAFER Grant Program Application and the commitment letter of no layoffs during the period of the grant as indicated in the commitment letter of April 19, 2018. Roll Call: Yes - Jacobs, Hurwitz, Smith, Moran, and Haga; No - 0; Absent - LeBlanc, and Proos. Motion carried.**

**APPOINTMENT TO ADA TOWNSHIP ETHICS BOARD**

**Moved by Jacobs, supported by Moran, to approve the appointment of Rick Ott to the Ethics Board for a four-year term ending 10/1/22. Motion carried.**

**MTA COMMUNICATIONS - “DARK STORE” PROPERTY VALUATION - 04/04/18**

Supervisor Haga stated a letter was received from the MTA requesting townships to contribute toward litigation regarding the dark store issue. **Moved by Jacobs, supported by Hurwitz, to refer the matter of the “Dark Store” litigation to the Administrative Committee for a recommendation. Motion carried.**

**OPPORTUNITY FOR PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was adjourned at 8:46 p.m.

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Jacqueline Smith  
Ada Township Clerk

\_\_\_\_\_  
Date

JS/dr