



**ADA TOWNSHIP BOARD MEETING  
MINUTES  
JUNE 22, 2020 - 12:00 p.m.**

Pursuant to Governor Whitmer's Executive Order 2020-48, The Ada Township Board, in order to protect the public health, conducted its meeting via electronic communications via ZOOM Meeting. The roll was called. Members present: Supervisor Haga, Treasurer Moran, Clerk Smith, and Trustees Hurwitz, McAleenan, and Proos. Trustee Jacobs joined at 12:11 p.m.

**APPROVAL OF AGENDA**

**Moved by Hurwitz, supported by Proos, to approve the June 19, 2020 Corrected Agenda. Roll Call: Yes - McAleenan, Moran, Hurwitz, Proos, Haga, Smith; Absent - Jacobs. Motion carried.**

**CONSENT AGENDA**

**Accept Reports/Communications**

**Moved by McAleenan, supported by Hurwitz, to approve the May 11, 2020, June 8, 2020 and May 20, 2020 minutes and accept the reports/communications, with the revision of changing "DBA" to "DDA" in the June 8, 2020 minutes under New Business. Roll Call: Yes - McAleenan, Moran, Hurwitz, Proos, Haga, Smith; Absent - Jacobs. Motion carried.**

**APPROVAL OF WARRANTS**

**Ada Township General Warrants**

Treasurer Moran presented the following Hand Checks: \$111,856.17, Warrants: \$526,975.41. Total of all Checks and Warrants: \$538,831.58. **Moved by Proos, supported by McAleenan, to approve the Warrant Report for June 22, 2020, in the total amount of \$538,831.58. Roll Call: Yes - McAleenan, Moran, Hurwitz, Proos, Haga, Smith; Absent - Jacobs. Motion carried.**

**Community Center/Library Pay Application 12**

Ferro stated payoff has been signed off by owner's rep and architect. Trustee Proos stated that since no representative is present at this meeting, he feels this item should be tabled. **Moved by Proos, supported by Moran, to table the action on Pay Application 12 for the Community Center/Library project. Roll Call: Yes - McAleenan, Moran, Hurwitz, Proos, Haga, Smith; Absent - Jacobs. Motion carried.**

**Fulton/Rippling Lift Station Pay Application 3**

Steve Groenenboom, Township Engineer, stated this is for the release of retainage. The fee has been adjusted as discussed at the last meeting. Everything is complete and this pay recommendation releases the final \$10,000. McAleenan asked who did the buyoff on the punch list and approved the items completed. Haga stated he has all the documents for the punch list and inspection. Groenenboom added that they have a one-year warranty on all construction items. Moore & Bruggink will do the inspection in one year. (Trustee Jacobs joined the meeting at 12:11 p.m.) **Moved by Proos, supported by Hurwitz, to approve Pay Application 3 regarding the Fulton/Rippling Lift Station in the amount of \$10,000 Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith; Motion carried.**

## PUBLIC COMMENT

There was no public comment.

## BOARD COMMENT

Moran stated that last Monday they opened the offices back up to the public. He also stated that Jackie has been missed in the office and he hopes for a speedy recovery for her.

Hurwitz stated he was downtown near the amphitheater and it was nice to see people out and walking around in that area.

Proos asked if any of the grass is growing down by the amphitheater. Hurwitz said yes and it looks very good. He also commented that this has been a real experience through all the Zoom meetings and it will be wonderful to be in the same room again soon.

McAleenan said he thinks it was good they did not sod near the amphitheater and should not do so near bodies of water going forward. He also asked what they are doing going forward for board meetings should anyone need to quarantine, etc. - is Zoom still an option? Haga said he would look into that.

Smith thanked Treasurer Moran for his kind words.

Haga said it has been brought to his attention why they have not had a dedication for the amphitheater, explaining that this is both Covid related and flood related. He is working on getting something together. Relative to virtual meetings, the Governor has extended the Open Meetings Act through the month of July. Haga has two concerns - one is social distancing issues and the other proper recording of the meetings. The Clerk has contracted with an individual to do the minutes, thus recordings are quite important.

## NEW BUSINESS

### **AMENDMENT #6 TO PROGRESSIVE AE ARCHITECTURAL SERVICES FOR LIBRARY/COMMUNITY CENTER**

Ferro stated the Board previously approved Amendment No. 5 to Progressive Architectural Services' contract to include the completed design and construction administration for the plan, and partway through the design process a decision was made to postpone the fundraising efforts and design work on the full addition and to just focus on the prefunction portion, which is 1,600 square feet. Thus, Amendment 6 reduces the scope of the architect's contract to recognize not completing the construction drawings at this time for the full expansion. This creates a net fee reduction of \$42,483. Ferro said approval of the amendment is recommended. Moran asked when the project is resumed, will the \$50,283 fairly reflect the number to add back into it. Ferro stated it had better reflect that. A lot hinges on how the health and economic conditions pan out in the next few months. Proos stated he feels the same way and is concerned about the \$50,000 fee increasing. He would like to get something in writing locking this in. McAleenan stated he believes there will be some form of remobilization costs that will be incurred above and beyond what we are saving right now. Hurwitz suggested approving the \$7,800 without the decision and deal with the deduction later on. Ferro said you could and that would leave that fee still part of the contract. Haga stated his concern is the number we have with or without the deduct is kind-of anticipatory within a year to build the addition and we are uncertain because we do not know what the economy or the fundraising dollars are relative to this. He believes there will be increases, whether cost of materials or whatever, unless this is done within the next year. Jacobs asked would it be impactful in a negative way if the Board tabled this to go to them with these concerns and have some serious discussion with them. Ferro said the final design package for the prefunction lobby was released by Progressive June 8<sup>th</sup>, so Progressive's work is completed on that portion, and that's what is included as part of the \$7,800 additional fee that partially offset the \$50,000 for the incomplete design work on the rest of the expansion. **Moved by Proos, supported by Moran, to postpone Change Order 6 to Progressive AE Architectural Services for Library/Community Center until the next Township Board meeting on July 13, 2020. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

**APPROVAL OF QUOTE FROM LANDSCAPE FORMS FOR EXTERIOR FURNITURE AT LIBRARY/COMMUNITY CENTER**

Ferro said the final quote with all of the options confirmed and details worked out for exterior site furnishings, which includes tables and chairs in courtyard and in paved outdoor seating area. The product prices are all identical to initial quotes. Looking to receive these items by the end of October. There was discussion regarding the timetable to finish this. Ferro stated a week prior to the December holidays. **Moved by Proos, supported by McAleenan, to approve the quote from Landscape Forms for the exterior furniture at the Library/Community Center in the amount of \$20,100. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

**LEONARD FIELD PARK MASTER PLAN AND REPORT**

Mark Fitzpatrick, Parks Director, and Paula Lawrence from RJM, presented the plan. Fitzpatrick stated they have been working on this project since last fall. RJM has sent a final report and plan with an appendix (which has data from surveys, assessment of bathroom, etc.) Lawrence walked through the highlights of the final master plan, which includes a detailed cost estimate. Proos stated the end product is excellent -- have to obviously stage this work into a capital plan. McAleenan commented regarding the \$1.9 million for total costs, noting he would challenge the team to make sure the contingency number is accurate. Haga stated they need to organize those individual units into combined projects to avoid duplicate expenses. Fitzpatrick said RJM set this budget up and some of the components are already underway. **Moved by Proos, supported by Hurwitz, to approve and accept the Leonard Field Park Master Plan. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

**Community Center/Library Pay Application 12**

**Moved by Proos, supported by McAleenan, to remove from the table the matter of Pay Application 12 for the Community Center/Library project. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.** Brian, of Erhardt Construction, gave an update to the project stating they have mason doing brick work on exterior, the north and west sides are complete, they are working on the east side now, have windows going in the courtyard currently and then will be working on the east side of the building, rough-in work is complete on the second floor and will be starting drywall this week. Permanent power is scheduled for 1<sup>st</sup> of July. He added that currently they are on schedule. **Moved by Proos, supported by Moran, to approve Pay Application 12 for the Community Center/Library payable to Erhardt Construction in the amount of \$585,283.81. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

**OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was adjourned at 1:23 p.m.

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Jacqueline Smith  
Ada Township Clerk

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Date