



**ADA TOWNSHIP BOARD MEETING
MINUTES
JULY 13, 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, and Trustees Hurwitz, McAleenan, Proos and Clerk Smith. Trustee Jacobs arrived later.

APPROVAL OF AGENDA

Moved by Proos, supported by McAleenan, to approve the July 13, 2020 Agenda. Roll Call: Yes - Haga, Hurwitz, McAleenan, Moran, Proos, Smith; Absent - Jacobs. Motion carried.

CONSENT AGENDA

Approval of Minutes

Moved by McAleenan, supported by Hurwitz, to approve the June 22, 2020 Township Board Minutes and reports/communications under the consent agenda. Roll Call: Yes - Haga, Hurwitz, McAleenan, Moran, Proos, Smith; Absent - Jacobs. Motion carried.

(Trustee Jacobs joined the meeting at this point.)

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 - Hurwitz, Jacobs, , Proos, McAleenan, Haga, Moran, Smith. Motion carried.

APPROVAL OF WARRANTS

Ada Township General Warrants

Treasurer Moran presented the following Hand Checks: \$614,619.08, Warrants: \$436,579.58. Total of all Checks and Warrants: \$1,051,198.66. **Moved by Proos, supported by McAleenan, to approve the Warrant Report for July 13, 2020, in the total amount of \$1,051,198.66. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

Adatowne Watermain Project Estimate 1

Steve Groenenboom of Moore & Bruggink, Township Engineer, presented the project plan, for \$2.4 million. He said they had a 5 week delay at the start (but are on schedule now), so this is for period of the middle of May through June 26, 2020, with the retained amount being \$60,847.74, and correct payment amount being \$547,629.66. **Moved by Proos, supported by Jacobs Moran, to approve Estimate No. 1 to CL Trucking & Excavating in the amount of \$547,629.66** Proos commented about this being a guesstimate versus a quotation and bid, and stated we need to stand by our proposals. Groenenboom stated Proos raises good points, and he responded that bids like these are standard operating procedure. He spoke regarding schedules of value and believe this gets a much better price for the Township. He stated he doesn't know what better method there is. If you go to this schedule of values, you then end up asking for details. He said he prefers it the way it is. Haga stated maybe this discussion should be taken up in the next couple of months when there is a new Township Manager. **Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

Leonard Field Master Plan Project Application 3 & Final

Haga stated he did not get the Zoom information to RJM on this matter and thus, Jim Morgan from RJM was unable to join on line. The choice is up to the Board what action to take. **Moved by Proos, supported by Jacobs, to postpone action on the Leonard Field Master Plan Project Application 3 and Final. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

PUBLIC COMMENT

Greg Alksnis, 6700 2 Mile Rd., spoke regarding the deteriorating condition of 2 Mile Road. He said he spoke with Jerry Byrne, who is responsible for maintenance in Kent County and he assured him this is a Township issue. Haga said they would take these comments under advisement with the committee, township and road commission.

BOARD COMMENT

Treasurer Moran stated as of now summer taxes are still due on September 14th.

Trustee McAleenan stated he was driving along Thornapple River Dr. and noticed there were a lot of baseball games being played and he said he did not witness good social distancing or wearing of masks. He asked if signage is posted in the parks. Mark stated signs have been posted throughout the parks and they have updated protocols and new liability forms for participants and contractors.

Clerk Smith stated staff has been working fast and furiously processing absentee ballots for the August election.

UNFINISHED BUSINESS

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

Ferro stated this amendment was on the June meeting agenda and the Board postponed action. This amendment removes from the scope of services the fee that the remaining work that needs to be done on the construction drawings for the balance of the cultural arts multipurpose room addition except for the prefunction lobby portion and also eliminates the construction administration services that would be associated with completion of the full Center. There is also a slight addition in services for issuing separate plan sets for the prefunction lobby portion. This is a net reduction of \$42,483. The postponement was to pursue discussion whether a firm commitment could be made by Progressive to the remaining design work and construction administration. Progressive submitted a written response stating it is not possible for them to give a firm commitment at this time. It was concluded that the best course of action at this time is to approve the amendment as originally proposed. **Moved by Moran, supported by Jacobs, to approve Amendment #6 to Progressive AE's Services Agreement for the Library/Community Center with a reduction of fee in the amount of \$42,483. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

NEW BUSINESS

JONES LANG LASALLE AMERICAS, INC. ADDITIONAL SERVICES AMENDMENT

Ferro stated this amendment is intended to address the extension of time to complete the project due to the Covid 19 shutdown and it extends the completion time of the project by 4 months, at a rate of \$2,000 a month (less than original contract amount). Scott Rantala of JLL stated Ferro summarized this accurately. **Moved by Moran, supported by Jacobs, to approve Amendment #2 to the Jones Lang Lasalle Americas, Inc. Services Agreement in the amount of \$8,000 for additional services.** Proos stated he disagrees -- everybody had a delay due to Covid and everyone needs to share in the delay. All of us suffered through this time - why do we pay more? He clarified that this has nothing to do with the job - Scott has done a great job. McAleenan stated he agrees - it is an unfortunate incident, but it is one we all share in. Moran stated Scott has been fabulous through this whole process - he is not asking for his original amount, he is discounting at least 50%. Jacobs stated there is a risk of doing business in this time. There is not one business out there that has not taken a hit. **Roll Call: Yes - 5; No-2. Motion defeated.**

CONSUMERS ENERGY-ADATOWNE STREETLIGHT REINSTALLATION FEES

Steve Groenenboom of Moore & Bruggink, Township Engineer, presented the estimate of \$66,708.00 from Consumer's Energy. In the budget letter for the project, there was a separate line item of \$70,000. The new water main is 19 feet off from the centerline of the roadway. Street lights need to be relocated. **Moved by McAleenan, supported by Jacobs, to approve the Consumers Energy, Adatowne Streetlight Reinstallation Fees in the amount of \$66,708.** There was some discussion about converting the lights to LED. Due to cost, the Township has chosen not to go ahead with LED lights at this time. **Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

PAID ON CALL APPOINTMENTS TO ADA TOWNSHIP FIRE DEPARTMENT

Fire Chief Murray stated have a couple of applicants - one has no experience and Paul McDonagh is part of ski patrol at Cannonsburg. They would both have to take first responder and fire classes. Adding these two would bring us up to 24 people. **Moved by Proos, supported by Moran, to approve two applicants, Paul McDonagh and Rory Velting, to be hired on a pay-on-call basis, be trained and become paid-on-call firefighters. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

BOARD OF REVIEW ALTERNATE MEMBER APPOINTMENT

Stephanie Boerman, Township Assessor, presented a letter of recommendation to appoint Shawn Reynolds-Juarez as an alternate Board of Review member. **Moved by McAleenan, supported by Hurwitz, to appoint Shawn Reynolds-Juarez as an alternate Board of Review member. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

2020 TAX RATE REQUEST-ADA TOWNSHIP 4029

Supervisor Haga stated the question becomes whether we want to hold a public hearing. He did some analysis related to what was budgeted and the effect on the budget with hearings and without hearings and then summarized these findings. **Moved by Moran, supported by Jacobs, to proceed with a public hearing on the truth in taxation process. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried.**

MOTION TO MEET IN CLOSED SESSION UNDER SECTION 8(f) OF THE OPEN MEETINGS ACT, TO REVIEW AND CONSIDER THE CONTENTS OF APPLICATIONS FOR EMPLOYMENT FOR THE TOWNSHIP MANAGER POSITIONS, UPON REQUEST OF THE CANDIDATES THAT APPLICATIONS REMAIN CONFIDENTIAL, IN CONNECTION WITH THE TOWNSHIP BOARD'S HIRING FOR THE TOWNSHIP MANAGER POSITION:

Moved by McAleenan, supported by Proos, to proceed into closed session at 1:30 pm. Roll Call: Yes - McAleenan, Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Motion carried. (Ferro stated that for any members of the public, when the closed session is over, there is a second meeting Zoom invite.)

RECONVENE TO OPEN SESSION BY ZOOM MEETING, SIGN ON BELOW:

Moved by Proos, supported by Moran, to return to open session. Roll Call: Yes - Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Absent - McAleenan. Motion carried.

MOTION TO SET JULY 25, 2020 FOR PUBLIC INTERVIEWS OF TOWNSHIP MANAGER CANDIDATES

Moved by Moran, supported by Proos, to schedule interviews for the township manager position on July 25, 2020, 8:45 a.m. to 3:00 p.m., at Ada Fire Station #1, to interview candidates #12, #36, #41 and #46. Roll Call: Yes - Moran, Hurwitz, Jacobs, Proos, Haga, Smith. Absent - McAleenan. Motion carried.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional public comment.

ADJOURNMENT

The meeting was adjourned at 3:07 p.m.

Jacqueline Smith
Ada Township Clerk

Date