



**ADA TOWNSHIP BOARD MEETING
MINUTES
AUGUST 31, 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, Jacobs, and Proos. Members Absent: Trustee McAleenan.

APPROVAL OF AGENDA

Moved by Hurwitz, supported by Proos, to approve the August 31, 2020 Agenda as presented. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.

GENERAL TOWNSHIP BUSINESS

Approval of Minutes; Accept Reports/Communications

Moved by Jacobs, supported by Proos, to approve the July 27, 2020 and August 10, 2020 board minutes, and accept and receive the reports/communications under consent agenda. Steve Groenenboom of Moore & Bruggink gave an update on the Ada Drive Sanitary Sewer Project. Groenenboom stated the bypass pumping lines are in and they are starting on phase 1 of the 3 phases, with a plan on being done on October 5th. He spoke about what is involved in repairing the water main. Haga stated he contacted Amway last Friday and gave them a briefing in order to minimize as much water use as possible. **Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.**

APPROVAL OF WARRANTS

Township General Warrants

Treasurer Moran presented the following: Hand Checks: \$91,779.58, Warrants: \$143,849.88. Total of all Checks and Warrants: \$235,629.46. **Moved by Proos, supported by Hurwitz, to approve the Warrant Report for August 31, 2020, in the total amount of \$235,629.46. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.**

Application 14 Library Community Center

Nick Haglund of Erhardt Construction gave an update as follows: almost all masonry work is complete, working in the courtyard installing metal panels, almost all windows are in (waiting for replacement of damaged materials), elevator installation will begin in the next week or two, have started painting and putting in all curbs in the parking lot. **Moved by Proos, supported by Hurwitz, to approve Pay Application No. 14 for the Ada Township Community Center Library Project payable to Erhardt Construction in the amount of \$880,913.44. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.**

Application 2 - Ada Town Water Main Construction Project

Steve Groenenboom of Moore & Bruggink stated this has been an uneventful project and is pretty much on schedule. Payment estimate 2 goes through July 31st (almost halfway point of the job). **Moved by Jacobs, supported by Hurwitz, to approve Pay Application No. 2 to C.L. Trucking and Excavating for the Ada Town Water Main Construction Project in the amount of \$535,236.16. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.**

PUBLIC COMMENT

There was no public comment.

BOARD COMMENT

Treasurer Moran stated he was near the pavilion attending a couple small events recently and overwhelming heard how everyone is impressed with the pavilion. Secondly, he asked for an update on the condition of 2 Mile Road. Haga stated the only update is they did grade it and put a dust layer treatment on the road about a week ago.

Trustee Jacobs stated she had two residents call her over the last few weeks to bring to Board's attention the signage for McDonalds and AGO. She asked what the rules are for this temporary signage. Ferro stated he will look into this and report back to the Board.

Trustee Proos stated "hats off" to the landscapes around the township, they are looking really good. He also stated that as a member of the Sign Committee, they are trying to come up with a way to have all Township owned locations have similar signs. He also mentioned other items the Board needs to be looking at in the future: (1) parking, and (2) need to come up with a utilization plan and a team that run the pavilion and parks/library and community center.

UNFINISHED BUSINESS

None.

NEW BUSINESS

PRESENTATION OF ADA TOWNSHIP FINANCIAL STATEMENT FOR YEAR ENDED MARCH 31, 2020 - MOTION TO RECEIVE AND ACCEPT FINANCIAL STATEMENT

Dan Veldhuizen from Siegfried Crandall presented the financial statement for year ending March 31, 2020. He first went over the auditor communications and spoke about making adjustments. He next made comments on the financial position of the Township and noted that the Township has a healthy fund balance. He concluded stating the Township is definitely in a better financial position than last year. Proos asked about recordkeeping and if there are other recommendations they should be doing to assess. Dan stated one goal is to help Cassie continue to make more year-end entries. She does a nice job for recording expenditures - it would involve a limited amount of training for her to do the revenue side as well. **Moved by Hurwitz, supported by Proos, to receive and accept the Financial Statements for year ending March 31, 2020. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.**

RECONSIDERATION OF AMENDMENT 2 TO CONTRACT WITH JLL FOR PROJECT MANAGEMENT SERVICES FOR LIBRARY/COMMUNITY CENTER PROJECT

Ferro stated that at the July 13th Board meeting, the Board voted not to approve this amendment. The amendment covers services during the period between the end of September to the end of the year, due to the fact the construction project was delayed as a result of the construction shutdown. The contractual engagement with JLL and Scott right now ends September 30th, and we will not have Scott's services without an amendment to the contract. The additional compensation is \$8,000 from October 1st to the end of the year. Scott Rantala added he would love to continue his services through the grand opening of the Library. **Moved by Hurwitz, supported by Jacobs, to approve Reconsideration of Amendment 2 to Contract with JLL for Project Management Services for the Library/Community Center Project. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried.**

THORNAPPLE RIVER DRIVE PEDESTRIAN CROSSING RECOMMENDATION

Steve Groenenboom of Moore & Bruggink stated they took bids for this on August 13th for two pedestrian crossings - one at the intersection of River Street and Headley, which involves reworking concrete ramps on both sides, and then the second one at the intersection of Fase Street and Thornapple River Drive, which involves a fair amount of driveway reconstruction. The bids were a little higher than anticipated. Groenenboom recommends accepting the Nagel Construction bid for \$51,800. Haga noted the total budget is \$62,300 based on the engineer's letter of August 17th. Board members discussed the need compared to the cost, along with signs and safety issues. There is poor signage in both locations. Steve spoke regarding the signs. He stated they spoke with the Road Commission -- there are no flashing signs at these intersections. Haga agrees signage would be good and the Township could continue to discuss this with the Road Commission. Unless a pedestrian is in the walkway, the vehicles do not need to stop with a pedestrian waiting at the intersection. Haga stated that while the prices are higher, the concern is there might be an incident. Proos agrees with the need for the crosswalks, and just reiterated we need to press the Road Commission on pedestrian crossing signage, with a flashing light, etc. **Moved by Jacobs, supported by Moran, to approve the**

contract with Nagel Construction for the Thornapple River Drive Crosswalk Improvements in the amount of \$51,800. Motion withdrawn by Jacobs.

Moved by Proos, supported by Jacobs, to approve the contract with Nagel Construction for the Thornapple River Drive Crosswalk Improvements in the amount of \$51,800, with a total not to exceed \$62,300 for the project. Roll Call: Yes - Haga, Hurwitz, Jacobs, Moran, Proos, Smith; Absent - McAleenan. Motion carried as amended.

REDEVELOPMENT LIQUOR LICENSE APPLICATION FOR GRACE COFFEE, LLC, d/b/a MUDPENNY, 496 ADA DRIVE

Ferro stated the state established a new category of liquor licenses in designated redevelopment areas, licenses issued over and above those allocated under the quota system. Township has issued two such licenses and is eligible for one more. Received this application from Grace Coffee d/b/a Mudpenny. Mudpenny states they frequently get requests for alcoholic beverages, and they also plan to expand their hours. Matthew Fuller of Grace Coffee LLC spoke noting they would like to have more options available. Proos encouraged staying open for dinner hours as soon as possible. Jacobs stated with her research, licenses will be based on population. She is concerned we may be making a decision on "what-ifs". She stated she would like this tabled to obtain more information. Ferro stated these redevelopment licenses are different than quota licenses - license reverts back to the state if the business ceases operation. Ferro added he would like to see us take care of existing businesses rather than to save one in the future for a business that may or may not materialize. Hurwitz stated we do not have a process for this. Is the DDA going to manage the liquor license? He said someone needs to take ownership of this and there needs to be criteria, rather than just first come, first serve. Fuller stated the ultimate plan was to open for dinner before Covid. Many restaurants are closed, and they are doing whatever they can to make sure they succeed through these times. There will be more liquor licenses available as things close. Ferro spoke regarding the status of the two previous license applications, and neither has been issued yet. Haga stated we have a business that is trying to establish itself and this is a piece of this process. There was discussion about adjourning this for two weeks to look into some of the issues discussed. **Moved by Proos, supported by Jacobs to adopt Resolution No. R-08-3120-1, Redevelopment of Liquor License Application for Grace Coffee LLC d/b/a Mudpenny. Roll Call: Yes - Haga, Hurwitz, Proos, Smith; No - Jacobs, Moran; Absent - McAleenan. Motion carried.**

OCBA PROPOSAL FOR THE ROSELLE PARK SHELTER & PICNIC AREA IMPROVEMENT PROJECT

Mark Fitzpatrick, Parks Director, gave a brief overview of this proposal. They had submitted a grant and were denied, and this set them back for some time. They made the decision to spread this project over two years instead of one and pay themselves instead of pursuing another grant. They then went back to OCBA and asked for a review proposal. This proposal includes a new picnic shelter, a new universally accessible picnic area, renovations to the old parking lot by the silos, paved trail connections, additions to the playground area, and a number of trees. Sandy of OCBA added that she believes this is a great plan and the costs should be fairly close as estimated. Proos questioned if this should be broken into phases since it is going to be spread over four years. Sandy believes if they lock in now they will be getting the best value. (Trustee Hurwitz left the meeting at this point.) **Moved by Moran, supported by Jacobs, to approve the OCBA Proposal for the Roselle Park Shelter and Picnic Area Improvement Project in the amount of \$55,900. Roll Call: Yes - Haga, Jacobs, Moran, Proos, Smith; Absent - Hurwitz, McAleenan. Motion carried.**

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional public comment.

ADJOURNMENT

The meeting was adjourned at 2:04 p.m.

Jacqueline Smith
Ada Township Clerk

Date