



**ADA TOWNSHIP BOARD MEETING
MINUTES
SEPTEMBER 14, 2020 - 7:00 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, McAleenan, and Proos. Members Absent: None.

APPROVAL OF AGENDA

Moved by McAleenan, supported by Proos, to approve the September 14, 2020 Agenda as amended, adding item E. Option to Purchase Agreement for potential property at 1022 Buttrick. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.

GENERAL TOWNSHIP BUSINESS

Approval of Minutes: Accept Reports/Communications

Moved by Proos, supported by Hurwitz, to approve the August 31, 2020 board minutes, and accept and receive the reports/communications under consent agenda. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.

APPROVAL OF WARRANTS

Township General Warrants

Treasurer Moran presented the following: Hand Checks: \$1,435,378.42, Warrants: \$234,122.77. Total of all Checks and Warrants: \$1,669,501.19. McAleenan inquired about the Lee's Trenching Service amount, for damages by the gas company. Haga said the Township will be billing DTE for this and expect them to pay. **Moved by Proos, supported by Hurwitz, to approve the Warrant Report for September 14, 2020, in the total amount of \$1,669,501.19. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

Application 15 Library Community Center

Nick Haglund of Erhardt Construction gave an update as follows: stated invoicing for the completion of the masonry on the main building, along with miscellaneous metals for installation of handrails and open stairwell, case work on site for inside, the metal panels is still ongoing, but coming to a close, the final bit of roofing on the main building, some caulking, one last window that has to go in, the elevator should be installed this week, and plumbing and electrical is going in. Proos asked if we are on track for the certificate of occupancy for the end of the year. Nick said yes they are for the main building, with the addition quickly following. **Moved by Hurwitz, supported by Proos, to approve Pay Application No. 15 for the Ada Township Community Center Library Project payable to Erhardt Construction in the amount of \$552,359.39. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

Change Order 11 - Legacy Park Project

Mike Oezer from Progressive submitted the final change order and pay request. The change order has a lot of items (some are existing items from Phase 1 and 2). So, there are net adds and net subtracts in order to get them to the right quantities. The new contract price is \$1,722,164.90, and those items are reflected in the payment request. Proos suggested retainage should be in order. Oezer sated it is good overall incentive to hold some money back. Haga asked what is a sufficient amount. They discussed the value of the painting/coating and other miscellaneous issues. **Moved by Proos, supported by Jacobs, to approve Change Order 11 for the Legacy Park Project in the credit amount of \$31,491.54. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

Payment Application 20 - Legacy Park Project

Moved by Proos, supported by Moran, to approve Pay Application No. 20 for the Legacy Park Project reflecting a revision to incorporate a \$25,000 retainage, for a total payment of \$142,781.13. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Proos, Smith. Motion carried.

Payment Application 1 - Roselle Park Trail Improvement Project

Mark Fitzpatrick stated they have been on this project for a couple of years. Water flooding postponed the project. Bultema Construction was approved for the project. This is a payment application for most of the contract amount minus the retention. Paul Warnick of OCBA stated they inspected the work again today and are not seeing any erosion or problems. They are requesting 90% of the total, \$40,968, which leaves a retention \$4,552. Proos asked for further clarification on the project. Warnick stated project involved placement of 3 berms and equalization culverts on 3 different spots on trails and wetland. There have been issues with seasonal flooding in these spots. They have placed culverts to allow water to pass underneath and they plan to do one more seed application and expect good results thereafter. **Moved by Hurwitz, supported by Jacobs, to approve Pay Application No. 1 to Bultema Construction in the amount of \$40,968 for the Roselle Park Trail Improvement Project. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

Retainage Payment - Ada Township Trail Construction and Repairs

Steve Groenenboom of Moore & Bruggink stated that two years ago the Township initiated construction on the 2018 repairs. They had some issues with the contractor, but they did finish up last year. Everything is good and restored and it is time to release the retainage. **Moved by Proos, supported by McAleenan to approve the retainage repayment request payable to Jordan Intercoastal in the amount of \$6,797.43 as final payment. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

PUBLIC COMMENT

There was no public comment.

BOARD COMMENT

Proos asked for an update on the sanitary sewer project on Ada. Steven Groenenboom stated they are starting to make some progress. The project is divided into three phases. The first phase will be complete this Thursday. From September 18 through October 2, they will close the intersection at Ada Drive and Spaulding for a two week period, and then from October 2 through about October 23 they will be doing work west of Spaulding on Ada Drive. Proos also asked for an update on the crosswalk project. Groenenboom said they received contract documents back from Nagel Construction and have a preconstruction meeting for later this week and believe this is scheduled to be done around October 22nd. Proos brought up the subject of use of the water rescue boat. He next mentioned that as the construction in the Village continues, we still need to be mindful of the parking situation and suggests this should be revisited.

Board members welcomed Julius Suchy aboard and stated they look forward to working with him. Julius stated he is excited to join the team and help out in any way he can.

Smith spoke about the sanitary sewer project, noting she has seen several cars going eastbound and some fairly fast, especially in the evening. This is a marked one-way street. She stated we might need to get better signage. Haga stated he would look into this.

UNFINISHED BUSINESS

None.

NEW BUSINESS

LIBRARY/COMMUNITY CENTER RFP FOR SIGNAGE-VENDOR SELECTION RECOMMENDATION

Scott Rantala of JLL gave a recap. Have received two bid proposals and the Signage Committee reviewed the proposals. The recommendation that came back was to recommend a split scope with Universal Sign Systems and the balance would go to Valley City Sign. JLL spoke to both vendors and both were happy with the recommendation. Ferro added they have settled on use of a trex type of synthetic wood material as a base, possibly using a masonry base on some systems. Have asked for visuals for signs without using a masonry base. Will be having an upcoming meeting on this. **Moved by McAleenan, supported by Proos, to approve the recommendation from the Township Signage Committee to split the scope between Universal Sign Systems and Valley City Sign as proposed. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAllenan, Moran, Proos, Smith. Motion carried.**

PUBLIC ACCESS WIFI IN LEGACY PARK -KENT COUNTY CONTRACT FOR THE PROVISION OF FUNDING FOR WIFI EQUIPMENT AND SERVICES

Haga stated the county sent the attached email to the president of the Supervisor's Association and was forwarded to all members of the association regarding the county having funds available for installation of WiFi for public use. This project is for the installation of the WiFi system which would be paid for by the county, along with the fees for services through December of 2020, and then it would become the Township's responsibility for the fees, which would be about \$40 a month. There is a contract from the supplier that has been provided. At this time we are just looking for approval of funding for the project. Proos stated the problem with this is we need WiFi in Ada Township and he agrees it would be nice to have part of it paid for, but a big concern is that we are asking D&H to install this on a time and material basis. Proos added he does not want to give anyone an open checkbook on this and he feels we need more information being moving forward. He also questioned whether Legacy Park is the spot for this. Jacobs stated she would like our Township attorney to look at this, particularly the insurance issues. There was discussion if there is a timeline on this. Haga believes it is good through December of 2020. Proos suggested getting some competitive quotes and look at different areas in the Township. Trustee Hurwitz stated the purpose of this is to provide public free Wifi at this time for people without access. **Moved by Proos, supported by Moran, to postpone action on the agreement with Kent County for funding the WiFi at Legacy Park pending further investigation. Roll Call: Yes - Hurwitz, Jacobs, Moran, Proos, Smith. No - Haga, McAleenan, Motion carried.**

CONTRACT BETWEEN ADA TOWNSHIP AND HOPE NETWORK WEST MICHIGAN FOR TRANSIT SERVICES

Haga stated with the county taking over the transit issues and funding, it took a while to get a contract processed. Fees are \$1.00 per trip, and anything over 20 trips would be \$17.50. Ferro briefly gave a summary of the history of numbers of users. This is a 15-month contract. He believes that those who use it are satisfied. There was further discussion on what this covers and Haga noted that anything over 20 trips by one individual the Township would be responsible for. Proos commented that we are fortunate to help those who need it. **Moved by Proos, supported by McAleenan, to approve the contract between Ada Township and Hope Network West Michigan for transit services to Ada Township residents. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

PROPOSED LICENSE AGREEMENT WITH FLORENCE PROPERTIES, LLC (dba NONA'S TRATTORIA) FOR USE OF TOWNSHIP PROPERTY

Ferro stated Ron Cook would like to expand the walk-in cooler at the back end of the restaurant into an area currently occupied by a dumpster enclosure, and thus they need to relocate the dumpster to another location which is on Township property. There is already a permanent access easement for driveway to the restaurant property. The proposed dumpster location is in a landscaped area in a corner of the property that is really not used for any other purpose. This would be a revocable agreement and would include proper maintenance and upkeep of the dumpster. There was some further discussion regarding location of the dumpster. Ferro stated this is furthest away from the windows and office at west end of the building. **Moved by Moran, supported by Proos, to approve Proposed License Agreement with Florence Properties, LLC (dba Nona's Trattoria) for use of Township Property. Roll Call: Yes - Haga, Hurwitz, Jacobs, McAleenan, Moran, Proos, Smith. Motion carried.**

OPTION TO PURCHASE NEW AGREEMENT FOR POTENTIAL PROPERTY AT 1022 BUTTRICK AVENUE

Parks Director Mark Fitzpatrick presented the Option Agreement which is with a private landowner. This would allow us 30 days for the property owner to hold back putting the property on the market while the Township evaluates options. This allows some time to allow due diligence to make a proper decision. If the agreement is approved, the next step is to take to the family property owners. The owners are passionate about the property and home, but they understand long-term they may not be able to keep the house. Ferro stated he recently met with one of the owners who inquired about the possibility of splitting the property. This is not a decision to purchase, it's a decision to enter into an agreement to was 30 days. **Moved by Moran, supported by Proos, to approve the Option to Purchase New**

Agreement for Potential Property at 1022 Buttrick Avenue. Roll Call: Yes - Hurwitz, Jacobs, Moran, Proos, Smith; No - Haga, McAleenan. Motion carried.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional public comment.

ADJOURNMENT

The meeting was adjourned at 8:54 p.m.

Jacqueline Smith
Ada Township Clerk

Date