



**ADA TOWNSHIP BOARD MEETING  
MINUTES  
February 26, 2018**

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

**APPROVAL OF AGENDA**

**Moved by Proos, 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 - 2/12/18

**Receive and File Various Reports/Communications**

1. Hope Network Transportation Report - 1/18; 2. Ada Historical Society Minutes - 1/11/18; 3. Parks, Recreation, Land Preservation Minutes - 1/11/18; 4. Ada Township DDA Minutes - 1/18/18; 5. Ada Township Fire Department Activity Report - 1/18; 6. Ada Planning Commission Minutes - 1/18/18; 7. Status Updates for Strategic Plan Initiative. **Moved by Jacobs, supported by Moran, to approve the Reports and Communications under the Consent Agenda. Motion carried.**

**APPROVAL OF WARRANTS**

**ADA TOWNSHIP GENERAL WARRANTS**

Treasurer Moran reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$23,891.19; #205 \$2,129.92; #208 \$1,837.86; #590 \$152.37; #591 \$242.07; #592 \$206.69. Total all Hand Checks: \$28,460.10. Warrants: #101 \$30,656.55; #205 \$5,873.58; #208 \$3,530.15; #211 \$500.00; #214 \$ 476.36; #248 \$3,060.00; #401 \$8,006.95; #590 \$4,093.92; #591 \$10,021.77; #592 \$5,971.50. Total Warrants: \$72,190.78. Total All Checks and Warrants: \$100,650.88. **Moved by Proos, supported by Jacobs, to approve the Warrant Report for February 26, 2018, in the total amount of \$100,650.88. Roll Call: Yes – Jacobs, Proos, Moran, Smith, and Haga; No - 0; Absent - Hurwitz, LeBlanc. Motion carried.**

**APPLICATION 1 - GRAND VALLEY ESTATES PUMP STATION IMPROVEMENTS**

Steve Groenenboom, Moore & Bruggink, stated this pay estimate is for work through January 31, 2018. **Moved by Proos, supported by Jacobs, to approve Application 1 - Grand Valley Estates Pump Station Improvements, in the amount of \$82,863.00, payable to DVT Electric, Inc. Roll Call: Yes – Proos, Jacobs, Smith, Haga, and Moran; No - 0; Absent - Hurwitz, LeBlanc. Motion carried.**

**APPLICATION 3 - THORNAPPLE RIVER WATERMAIN CROSSING PROJECT**

Steve Groenenboom, Moore & Bruggink, stated the work is almost complete. **Moved by Proos, supported by Jacobs, to approve Application 3 - Thornapple River Watermain Crossing Project, in the amount of \$87,507.70, payable to Diversco Construction Co., Inc. Roll Call: Yes – Jacobs, Proos, Haga, Moran, and Smith; No - 0; Absent - Hurwitz, LeBlanc. Motion carried.**

**PUBLIC COMMENT**

None.

## BOARD COMMENT

Trustee Proos asked how the Township fared with the flood. Supervisor Haga responded he didn't believe there was any major damage, but there is a lot of clean-up needed. Trustee Proos also asked for an update on the process of donations. Brian Hilbrands, DDA Coordinator, stated the campaign committee has met a number of times and begun their work. More donations are coming in, and they are currently at \$3.6 million, halfway to the goal.

Supervisor Haga thanked the staff and board for their condolences on the loss of their daughter.

## UNFINISHED BUSINESS

None.

## NEW BUSINESS

### COMMUNITY CENTER/LIBRARY PROJECT MANAGEMENT AGREEMENT

Jeff Ammon, Miller Johnson, stated most of the negotiation concerned things like indemnity, insurance, liability, and responsibilities. **Moved by Proos, supported by Jacobs, to approve the Project Management Agreement with Jones Lang LaSalle as amended.**

Trustee Proos stated he didn't feel we should reimburse them for expenses, as shown in Exhibit C. **Moved by Proos, supported by Smith, to amend the motion to postpone action on the Project Management Agreement with JLL until further information is provided regarding the Reimbursable Expenses as identified in Exhibit C.**

Planning Director Jim Ferro stated if the Board wants to postpone action until later in the meeting he will call the Project Manager and try to get an answer before the end of this meeting. **Moved by Jacobs, supported by Moran, to table the matter until additional information can be received before this meeting is adjourned. Motion carried.**

**Moved by Jacobs, supported by Proos, to remove the item of the Project Management Agreement from the table for further discussion. Motion carried.**

Jim Ferro stated JLL proposes that Reimbursable Expenses will not exceed \$3,500, excluding out of town travel, which would require prior approval. **Moved by Proos, supported by Smith, to amend the Project Management Agreement with JLL regarding Exhibit C, Reimbursable Expenses not to exceed \$3,500.00, and excluding out of town travel with prior approval from the Township. Roll Call: Yes – Jacobs, Proos, Smith, Haga, and Moran; No - 0; Absent - Hurwitz, LeBlanc. Motion carried.**

### APPOINTMENT OF PAID ON CALL FIRE DEPARTMENT PERSON

Fire Chief David Murray presented a request to appoint Max Hilton as a paid-on-call firefighter. **Moved by Jacobs, supported by Proos, to approve the recommendation to appoint Max Hilton to the Fire Department as a Paid On Call member. Motion carried.**

### RESOLUTION R-022618-1, HOLIDAY AND MEETING SCHEDULE

Clerk Smith explained this resolution covers holidays and board/meeting schedules for fiscal year '18/19. **Moved by Jacobs, supported by Moran, to approve Resolution R-022618-1, the Holiday and Meeting Schedules for the Township Board and Commissions. Roll Call: Yes – Jacobs, Proos, Moran, Smith, and Haga; No - 0; Absent - Hurwitz, LeBlanc. Resolution adopted.**

### ADA DRIVE SUB-AREA PEDESTRIAN/TRAFFIC REVIEW-DISCUSSION/DIRECTION

Peter LaMourie, Progressive AE, stated he had looked at the area from Rix down to Thornapple River Drive, and Fase and Thornapple River Drive, regarding pedestrian safety. There are four recommendations on the last page of the memo dated February 19, 2018 from Progressive AE. There was discussion among the board regarding the recommendations.

### ADA TOWNSHIP CAPITAL IMPROVEMENT PLAN APPROVAL

Planning Director Jim Ferro stated the Capital Improvement Plan was approved by the Planning Commission at the last meeting, with abstatement of communication to the Township Board to consider projected revenue and expenditure trends in the Public Safety fund and evaluate whether the capital projects are achievable. **Moved by Proos, supported by Jacobs, to approve the Capital Improvement Plan for 2018-2024, and to review the Plan and update it on an annual basis. Motion carried.**

**OPPORTUNITY FOR PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was adjourned at 7:59 p.m.

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Jacqueline Smith  
Ada Township Clerk

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Date

JS/dr