**ADA TOWNSHIP BOARD MEETING**

Draft

**MINUTES**

**March 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 Hurwitz, Jacobs, LeBlanc, and Proos. Also present: Planning Director Jim Ferro, Parks Director Mark Fitzpatrick, and 11 community members.

**APPROVAL OF AGENDA**

**Moved by LeBlanc, 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 – 3/12/18

**Receive and File Various Reports/Communications**

1. Planning Commission Minutes - 2/15/187; 2. Zoning Board of Appeals Minutes - 9/15/17; 3. Utility Advisory Board Minutes - 1/18/18; 4. Parks/Open Space/Recreation/Open Space Board Minutes - 2/8/28; 5. Hope Network Transportation Services - 2/18/18; 6. Ada DDA Minutes - 2/12/18; 7. Ada Historical Society Minutes - 2/8/18; 8. Fire Department Activity Report - 2/18.

**Moved by Proos, supported by Jacobs, to approve the Reports and Communications under the Consent Agenda with the date change of the Planning Commission Minutes of 2/15/18. 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 $11,876.23; #205 $448.82; #208 $203.03; #401 $80,784.92; #591 $425.66; #592 $50,707.00; Total all Hand Checks: $144,445.66. Warrants: #101 $15,003.04; #205 $2,670.50; #208 $2,799.70; #211 $174.07; #214 $226.98; #248 $4,057.50; #401 $6,734.87; #590 $106,397.60; #591 $95,390.81; #592 $2,254.30; #701 $637.50. Total Warrants: $236,346.87. Total All Checks and Warrants: $380,792.53. **Moved by Jacobs, supported by Hurwitz, to approve the Warrant Report for March 26, 2018, in the total amount of $380,792.53. Roll Call: Yes – Hurwitz, Jacobs, LeBlanc, Proos, Moran, Smith, and Haga; No - 0; Absent - 0. Motion carried.**

**PUBLIC COMMENT**

Del Ratsch, Fase Street, talked about pedestrian safety in the village, and in particular the Fase/Thornapple River Drive intersection.

**BOARD COMMENT**

Trustee Jacobs wondered if there was any follow up regarding the Spectrum application for tax exempt status. Supervisor Haga stated the Board of Review did approve the exemption for this year.

Clerk Smith stated she completed her third year at the MAMC Institute and is in the process of completing paperwork to receive her Certified Municipal Clerk. She reminded board members that the second board meeting in April will be on April 30th , which is the 5th Monday, due to the MTA conference.

Trustee Proos stated in response to Mr. Ratsch’s concerns, Ada did hire a traffic expert from Progressive, and that intersection is taken seriously. We’re looking at speed signs and pedestrian crossing signs. He suggested a big mirror so pedestrians can see if any cars are coming around the curve.

Supervisor Haga stated his wife is progressing, and appreciates all the concern from everyone.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**RESOLUTION R-032618-1, FY 18/19 BUDGET ADOPTION**

Supervisor Haga stated there were three areas that were addressed since the Public Hearing: 1. update of the cost expenses for the renovation of the Averill Museum; 2. the Planning Department adjustment for the medical increase of the Administrative Assistant; 3. included the $25,000 for the parking lot being discussed tonight. **Moved by Proos, supported by LeBlanc, to adopt Resolution R-032618-1, the Fiscal Year 18/19 Budget Adoption. Roll Call: Yes – Jacobs, Hurwitz, Proos, LeBlanc, Smith, Moran, and Haga; No - 0; Absent - 0. Resolution adopted.**

**RESOLUTION R-032618-2, RESOLUTION TO APPROVE AMENDMENT 40 IN THE ARTICLES OF INCORPORATION OF THE GRAND VALLEY METROPOLITAN COUNCIL - ADDITION OF THE VILLAGE OF CALEDONIA**

**Moved by LeBlanc, supported by Proos, to adopt Resolution R-032618-2, a Resolution to Approve Amendment 40 in the Articles of Incorporation of the Grand Valley Metropolitan Council-Addition of the Village of Caledonia. Roll call: Yes – Proos, LeBlanc, Hurwitz, Jacobs, Moran, Haga, and Smith; No – 0; Absent – 0. Resolution adopted.**

**RESOLUTION R-032618-3, RESOLUTION AUTHORIZING THE USE OF COMMUNITY BLOCK GRANT FUNDS FROM KENT COUNTY**

**Moved by Jacobs, supported by Moran, to adopt Resolution R-032618-3, a Resolution Authorizing the use of Community Block Grant Funds from Kent County for the Hope Network Transit Services. Roll call: Yes – LeBlanc, Hurwitz, Jacobs, Proos, Smith, Moran, and Haga; No – 0; Absent – 0. Resolution adopted.**

**RESOLUTION R-032618-4, RESOLUTION ADOPTING WATER/SEWER RATES**

Josh Young, Moore & Bruggink, stated the Water and Sewer Funds are approaching $1 million in fund balance. The water rate surcharge will be increased by 1%, and the commodity fee will be raised by four cents per 1,000 gallons. The sewer charge is being raised to $34.00 per month per REU. Supervisor Haga stated the Utility Committee has reviewed the rates and recommends the rate increases as proposed. **Moved by LeBlanc, supported by Jacobs, to adopt Resolution R-032618-4, a Resolution Adopting Water/Sewer Rates. Roll call: Yes – Proos, Jacobs, Hurwitz, LeBlanc, Moran, Haga, and Smith; No – 0; Absent – 0. Resolution adopted.**

**THE COMMUNITY/ADA TOWNSHIP PARKING AGREEMENT**

Planning Director Jim Ferro stated since 2009 the Township has had an agreement with the Community Church to allow public parking. A new lease agreement has been proposed with an initial term of 15 years, with two optional 10-year extensions. The Township will pay an annual rent of $25,000, with the rent amount increasing by one percent each year. Geld, LLC has a separate agreement with the church to reconstruct and expand the church parking lot, which will expand the number of parking spaces from 77 to 125, thereby contributing to the available public parking supply for the Community Center/Library. **Moved by Proos, supported by Moran, to approve the Community/Ada Township Parking Agreement. Roll call: Yes – LeBlanc, Hurwitz, Proos, Jacobs, Smith, Moran, and Haga; No – 0; Absent – 0. Motion carried.**

**THIRD EXTENSION TO WATER AND SANITARY SEWER SERVICE AGREEMENT**

**Moved by Jacobs, supported by LeBlanc, to approve the Third Extension to Water and Sanitary Sewer Service Agreement with the City of Grand Rapids for a five-year period. Roll call: Yes – Jacobs, Proos, Hurwitz, LeBlanc, Haga, Moran, and Smith; No – 0; Absent – 0. Motion carried.**

**AVERILL MUSEUM ADDITION PROJECT CONSTRUCTION APPROVAL**

Patty Nagel, on behalf of Ken Dixon, stated five bids were received to expand the Averill Historical Museum, and JKB Construction is being recommended for the project. Their bid was for $594,000. **Moved by Jacobs, supported by LeBlanc, to approve the Averill Museum Addition Project Construction by JKB Construction, in the amount of $594,000. Roll call: Yes – Proos, Hurwitz, Jacobs, LeBlanc, Smith, Moran, and Haga; No – 0; Absent – 0. Motion carried.**

**RECREATION NEEDS ASSESSMENT RFP**

Parks & Recreation Director Fitzpatrick stated this is a request to approve an RFP to recruit a consultant to conduct a Recreation Needs Assessment. **Moved by Proos, supported by Jacobs, to approve the Recreation Needs Assessment RFP proposal as presented. Roll call: Yes – LeBlanc, Jacobs, Hurwitz, Proos, Haga, Moran and Smith; No – 0; Absent – 0. Motion carried.**

**FACILITY RENTAL FEES FOR ADA PARKS**

Parks Director Fitzpatrick stated a sub-committee of the Parks Recreation and Land Preservation Advisory Board has been reviewing the fees for all Township park facilities in order to create a new fee structure. The Advisory Board has reviewed and approved a new Park Facility Use Fees document, and is asking the Township Board to approve this document. **Moved by LeBlanc, supported by Jacobs, to approve the Facility Rental Fees for Ada Township Parks as proposed. Motion carried.**

**ADA TOWNSHIP PARK TENNIS COURT IMPROVEMENTS**

Mark Fitzpatrick stated Wes Steer of OCBA has presented an updated site plan and cost estimate for this project in the amount of $347,000, with a 10% contingency fee. They plan to have the project out to bid by April 3rd and a completion date of July 3rd. **Moved by Proos, supported by Jacobs, to approve the authorization of bidding for the Ada Township Park Tennis Court Improvements. Motion carried.**

**OPPORTUNITY FOR PUBLIC COMMENT**

Sheriff Deputy Ryan Roe stated the speed trailer will be out the second week in April, and speed signs should be ordered this week in contingent with Cascade Township. He also noted that the new AGO gas station was robbed.

**ADJOURNMENT**

The meeting was adjourned at 8:28 p.m.

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Jacqueline Smith Date

Ada Township Clerk

JS/dr