



**ADA TOWNSHIP REGULAR BOARD MEETING
MONDAY, FEBRUARY 10, 2025, at 7:00 P.M.
MINUTES**

Supervisor Korth called the regular meeting of the Township Board to order at 7:00 P.M.

Board Members Present: Supervisor Korth, Clerk DeMarco, Treasurer Moran, Trustee Proos, Trustee Hurwitz.

Board Members Absent: Trustee Carter, Trustee Damstra.

Staff Present: Township Manager Suchy, Deputy Clerk McIntosh, Planning Director Said, Buildings, Facilities and Grounds Director Brinks, Accountant Rodriguez, Fire Chief Murray, Assessor Boerman, Parks and Recreation Director Deason.

Members of the Public: 6 members of the public.

APPROVAL OF AGENDA

Moved by Trustee Hurwitz, supported by Trustee Proos to approve the agenda as presented.

Motion Carried.

GENERAL TOWNSHIP BUSINESS

Moved by Trustee Proos, supported by Trustee Hurwitz to approve minutes and accept and file reports/communications under consent agenda. Motion Carried.

A. APPROVAL OF TOWNSHIP BOARD MINUTES

1. Regular Board Meeting Minutes – January 27, 2025

B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS

1. Revenue & Expense Report as of January 31, 2025
2. F&V Operations and Resource Management Annual Cost of Services Increase Letter – January 29, 2025

APPROVAL OF WARRANTS

Treasurer Moran presented the following amounts of the Township Warrants:

Hand Checks: \$27,260.05

Warrants: \$396,949.70

Total Checks and Warrants: \$424,209.75

Board members inquired regarding the changed numbers of the report, requesting clarification.

Staff Accountant Rodriguez and Township Manager Suchy provided clarity and financial

transparency. **Moved by Trustee Proos, supported by Trustee Hurwitz to approve the February 10, 2025, Warrant Report in the total amount of \$424,209.75. Roll Call: Yes- 6 (Korth, DeMarco, Moran, Proos, Hurwitz); No- 0; Absent- 2 (Damstra, Carter). Motion Carried.**

PUBLIC COMMENT

Mark Hunsaker, 2945 Mila Via Court. He is here regarding the 3 Mile Road project. He stated that he attended the Kent County Road Commission, and he stated that Mr. Burns was not in support of the paving project. Mr. Hunsaker stated that a petition has been filed, the public hearing has been held, and engineering has been out to look at the site. He stated that the Road Commission is

hesitant due to the natural beauty road, the safety issue, and setting a precedent. He hopes the board will have different thoughts.

UNFINISHED BUSINESS

There was no unfinished business.

PUBLIC HEARING

There was no public hearing.

NEW BUSINESS

Discuss Next Steps Regarding Request to Pave Three Mile Road from Pavement Extent to 450' Easterly

Township Manager Suchy stated he recently attended the Kent County Road Commission (KCRC) meeting where it was decided that the KCRC was not going to proceed with the project. Suchy stated that he discussed a pavement-to-pavement solution with the Road Commission. Suchy stated that he has not received a petition for the remainder of 3 Mile Road, and is open to next steps and recommendations from Board members. Board members expressed frustration with the results of the road commission answer due to the work put forward by the residents. Treasurer Moran stated that it is not in the best interest of the Township to continue with the issue. Supervisor Korth stated that guidance would be required, as the road entrance requires foliage maintenance. Trustee Proos stated that the issue should be tabled, and believes that the board is supportive of paving certain areas and change can happen. **Moved by Trustee Proos, supported by Trustee Hurwitz to table the issue. Motion Carried.**

Consider Proposal from Cummings for Annual Generator Maintenance for an Amount Not to Exceed \$41,996.49

Township Manager Suchy thanked Trustee Proos for the Cummings recommendation and stated the recommendation was a better price. Stephanie Kozal, F&V Operations stated it is a twice a year visit and preventative maintenance schedule. **Moved by Trustee Proos, supported by Trustee Hurwitz to approve the purchase of an amount not to exceed \$41,996.49. Motion Carried.**

Consider Purchase of 12-Inch Master Meter for Ada Drive Booster Station from Usa Bluebook for an Amount Not to Exceed \$8,698.74

Stephanie Kozal, F&V Operations. She stated the incorrect attachment was included, stating that Emerson was the company that was chosen. No Action needed. Township Manager Suchy stated that Admin committee would approve of the purchase due to the Emerson cost.

Resolution R-021025-1: A Resolution to Authorize Annual Application and Permit for Miscellaneous Operations within the State Highway Right-of-Way

Manager Suchy stated that this is a new annual resolution and allows the Kent County Road Commission to do work in right of way without needing emergency protocols in case of emergency. **Moved by Trustee Hurwitz, supported by Treasurer Moran to approve R-021025-1. Roll Call: Yes- 6 (Korth, DeMarco, Moran, Proos, Hurwitz); No- 0; Absent- 2 (Damstra, Carter). Motion Carried.**

Resolution R-021025-2: A Resolution to Appoint George Kiefer & Catherine Jacobs to the Compensation Commission

Supervisor Korth stated that he has been working on these appointments, and he stated that this commission needs to meet to proceed with the budget process. He stated that Catherine Jacobs served as trustee and the board is very grateful to have her working with the board again.

Supervisor Korth stated that the Admin Committee liked both candidates. **Moved by Treasurer Moran, supported by Clerk DeMarco to approve R-021025-2. Roll Call: Yes- 6 (Korth, DeMarco, Moran, Proos, Hurwitz); No- 0; Absent- 2 (Damstra, Carter). Motion Carried.**

Consider Adoption of Policy to Comply with Employee Sick Time Act (ESTA) Requirements

Andy Gordon, Bloom Sluggett, PC. Gordon provided background information to the board and history of the ESTA ballot initiative. He stated that the township will have to either adopt a new policy to supplement current policy or amend the current policy into compliance with the new law. Board members expressed their frustration with the policy and stated that there is no one size fit for adoption and compliance. Manager Suchy stated that this is going to be difficult for staff to adopt and staff expressed concerns with paying out banked hours. **Moved by Treasurer Moran, supported by Clerk DeMarco to approve amending the current policy to comply with ESTA requirements. Motion Carried.**

DEPARTMENT REPORTS

A. Township Manager Report – February 5, 2025

Stephanie Kozal, F&V Operations. She stated that the second pump at the Spaulding lift station broke Friday February 7, 2025. The Spaulding station is pumping again, citing faulty power supply. Kennedy is getting quotes for two new pumps and repairing the two broken pumps. Kozal has completed the reporting, stating that an SSO has been filed, EGLE, and the Health Department were contacted.

B. Assessing Department Report – February 3, 2025

C. Building, Facilities & Grounds Department Report – February 10, 2025

Treasurer Moran inquired regarding board walk repairs in the winter. Supervisor Korth stated that this repair is near his house, and he noticed several holes that were over a foot wide in multiple areas in the boardwalk. Director Brinks stated it was repaired due to the safety hazard of the holes.

D. Downtown Development Authority Director Report – February 10, 2025

Manager Suchy stated that he presented this morning to the DDA Board regarding the connecting community campaign. He stated that the DDA approved the request and Manager Suchy felt there was a positive conversation regarding parking and engineering design.

E. Fire Department Report – February 10, 2025

Treasurer Moran inquired regarding the false alerts from iPhones. Chief Murray stated that it is now an occupational hazard due to advanced smart phone settings. Chief Murray also stated that the new truck lights and logos are being completed.

F. Historical Society Executive Director Report – January 2025

Supervisor Korth wanted to bring attention to the upcoming establishment of the Historical Society's endowment. He stated it is a wonderful opportunity for the Historical Society.

G. Parks & Recreation Department Report – February 4, 2025

Parks and Recreation Director Deason wanted to give a shout out to his staff, Courtney Marek and Ethan Engel for coordinating the recent Daddy Daughter Dance at Roselle Park. He stated that over 50 families registered in the first 4 hours, and registration had to be cut off due to high demand with a total of 82 participants in attendance. He stated that the community responded well, and he is very happy with his team for championing the event.

H. Planning Department Report – February 5, 2025

Director Said stated that Holland Homes has not returned their application for their final permits, and he will reach out on board member recommendation to follow up and provide any assistance needed.

I. Engineering Monthly Report – February 4, 2025

J. F&V Operations & Resource Management Utility Report – February 4, 2025

Stephanie Kozal, F&V Operations, stated that Holland Homes wants to do a fire flow test in March.

BOARD MEMBER COMMENT

Clerk DeMarco stated notes were provided in board member mailboxes regarding upcoming projects from her office. She stated that the cemetery ordinance is passing through legal in the coming weeks.

Treasurer Moran reminded the board that taxes are due Friday, February 14, 2025.

CLOSED SESSION

There was no closed session.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

ADJOURNMENT

**Moved by Trustee Hurwitz, supported by Trustee Proos to adjourn the meeting. Motion Carried
The meeting was adjourned at 8:18 P.M.**

Date

Jo DeMarco, Clerk