



**ADA TOWNSHIP REGULAR BOARD MEETING
MONDAY, JANUARY 13, 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 Meetings Present: Supervisor Korth, Clerk DeMarco, Treasurer Moran, Trustee Carter, Trustee Proos, Trustee Damstra.

Board Meetings Absent: Trustee Hurwitz.

Staff Present: Township Manager Suchy, Deputy Clerk McIntosh, Parks and Recreation Director Deason, Downtown Development Authority Director Austin, Staff Accountant Rodriguez, Buildings, Facilities and Grounds Director Brinks, Planning Director Said, Assessor Boerman.

Public Present: Four members of the public.

APPROVAL OF AGENDA

Township Manager Suchy stated that there are two additions to the agenda, a letter from the drain commissioner, Ken Yonker, and a memo from Manager Suchy regarding a new copy machine. **Moved by Trustee Proos, supported by Clerk DeMarco with the noted additions. Motion Carried.**

GENERAL TOWNSHIP BUSINESS

Moved by Trustee Proos, supported by Treasurer Moran 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 – December 9, 2024

- B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS
 1. Ada Historical Society Meeting Minutes – November 14, 2024
 2. Downtown Development Authority Meeting Minutes – November 12, 2024
 3. Planning Commission Meeting Minutes – November 21, 2024
 4. Zoning Board of Appeals Meeting Minutes – December 3, 2024
 5. Utility Advisory Board Meeting Minutes – November 7, 2024
 6. Revenue & Expense Report as of December 30, 2024
 7. Announcement of Funding Award – MSHDA Housing Readiness Grant – January 6, 2025
 8. Environmental Protection Agency Inspection Response – No Further Action Required Letter – December 19, 2024
 9. Notice of Assessment for Cook Drain from Kent County Drain Commissioner – January 9, 2025

APPROVAL OF WARRANTS

Treasurer Moran presented the Township General Warrants in the following amounts:

Hand Checks: \$85,007.30

Warrants: \$660,446.14

Total All Checks and Warrants: \$745,453.44

Board members asked questions regarding COVID funds, the breakdown of legal fees, and the contract with the sheriff's office. **Moved by Trustee Carter, supported by Trustee Damstra to approve the January 13, 2025 Warrant Report in the total amount of \$745,453.44. Roll Call: Yes- 6 (Korth, DeMarco, Damstra, Proos, Carter, Moran); No- 0; Absent- Hurwitz. Motion Carried.**

PUBLIC COMMENT

Kevin Austin, DDA Director, wanted to take a moment to greet the board and thank the board for welcoming him back as a staff member. He stated he was a management intern and special project manager. He previously worked with Georgetown Township and is happy to be back as a part of the Ada staff.

UNFINISHED BUSINESS

There was no unfinished business.

PUBLIC HEARING

There was no public hearing.

NEW BUSINESS

Kent District Library Quarterly Report – Scott Ninemeier, Amy Van Andel Library Branch Manager

Scott Ninemeier, Library Branch Manager. He discussed library hours; he stated while it is a medium branch it continues to respond positively to the traffic. He stated that he is grateful for his staff who have had a large part in the expansion and community engagement the township has seen in the past months. Board members asked questions regarding competing with Cascade, continued growth, and ongoing conversations regarding increasing hours.

Resolution R-011325-1: A Resolution to Appoint Trustee Dan Carter as Township Board Liaison to the Planning Commission

Supervisor Korth presented the resolution to the board. He stated that Trustee Carter will be a positive addition to the Planning Commission due to his previous knowledge. He will be filling the existing term vacated by former-Trustee Catherine Jacobs. **Moved by Trustee Proos, supported by Treasurer Moran to approve R-011325-1. Roll Call: Yes- 6 (Korth, DeMarco, Damstra, Proos, Carter, Moran); No- 0; Absent- Hurwitz. Motion Carried.**

Resolution R-011325-2: A Resolution to Appoint Natalie Kollig to the Parks, Recreation, and Land Preservation Advisory Board

Supervisor Korth presented the resolution to the board. **Moved by Treasurer Moran, supported by Trustee Carter to approve R-011325-2. Roll Call: Yes- 6 (Korth, DeMarco, Damstra, Proos, Carter, Moran); No- 0; Absent- Hurwitz. Motion Carried.**

Consider Purchase of 2025 Chevy Trail Blazer from Berger Chevrolet for an Amount Not to Exceed \$25,680.00

Dennis Brinks, Building, Facilities and Grounds Director, presented the memo to the board. He stated that the cost is offset by the auction of the current Ford Escape currently being used by the

Parks Department. Board members asked questions regarding why the Ford Escape is being sold. Brinks stated that the current Escape received several negative reports from the mechanics. Trustee Proos cited concern with purchasing a new vehicle for the fleet due to price. Parks and Recreation Director Deason stated that the Ford Escape is an unsafe vehicle, and staff are using personal vehicles instead of utilizing the fleet vehicle. **Moved by Trustee Carter, supported by Treasurer Moran to approve the purchase for an amount not to exceed \$25,680.00. Motion Carried.**

2024 Spongy Moth Activity Report

Manager Suchy presented the map provided to the board. He provided background information to the board, reviewing previous costs and acreage of previous years. He reviewed the three-year agreement with Hamilton Helicopter siting that various municipalities in the area that spray for the moth. Board members asked questions regarding resident feedback, satisfaction with the service, and environmental impact of utilizing spraying methods. **Moved by Treasurer Moran, supported by Clerk DeMarco to authorize Hamilton Helicopter to spray for an amount not to exceed \$31,693.20. Motion Carried.**

Discuss Compensation Commission for Elected Officials & Determine Next Steps

Manager Suchy provided previous minutes and the ordinance establishing the compensation commission. Treasurer Moran began discussion and inquired how the process would work if the board was involved. Manager Suchy referred to the 1995 ordinance that established the commission.

Clerk DeMarco stated that through her background in Human Resources, a comparative analysis isn't always possible due to the unique differences throughout municipal governments. She stated that the commission's work can be accomplished with existing committees and suggested dissolving the commission.

Trustee Carter stated that he was previously on the commission and public would not be comfortable with the process being internal. He noted that the process for determination should be revisited.

Trustee Proos stated that the pay is a barrier for why residents don't run for office, due to the value of time and service not being met by the pay earned.

Treasurer Moran referred to the provided minutes, and stated that the pay is based on the position. He stated that to be elected, you have to live in the Township, and with costs rising, it's becoming an expensive place to live. He stated that it's the board members who know the scope of what the elected officials do the best.

Clerk DeMarco inquired regarding what process is used to decide on the compensation? She agreed with Treasurer Moran, and stated that nobody knows the Ada Township Board and what we do better than us.

Supervisor Korth stated that there is not enough internal review of the process.

Trustee Damstra inquired regarding transparency. She stated that transparency to residents is important.

Trustee Carter stated that the board has an opportunity to establish a new and transparent process. He stated that the commission has come a long way from when he was a member, and can benefit from process improvements to ensure the effectiveness of the commission.

Trustee Proos stated that this is something that can be done through an updated ordinance. He stated that providing the commission with an outline will help and provide clarity for a more informed decision to be made.

Supervisor Korth suggested that if the board is comfortable, that the Admin Committee can develop a process for the compensation commission to present to the board. He stated that from his time on the commission, statistics and interviews doesn't provide a full picture of the positions and workloads. Board members were in agreement that the Administrative Committee will craft a roadmap and process improvements to be presented at the next board meeting to assist the Compensation Commission with their work.

Schedule Special 2025-26 Budget Work Session

Manager Suchy stated that different times for the session would be coordinated to avoid the most conflict in Trustee schedules. **Moved by Trustee Proos, supported by Trustee Carter to authorize the Township Manager to schedule a special work session to review the 2025-26 budget. Motion Carried.**

Purchase Konica Minolta Copy Machine

Manager Suchy provided background information to the board members, stated costs continued to increase due to an expired lease with the current copier. Staff reviewed options, leasing compared to buying, and the numbers were provided to the board members. **Moved by Trustee Proos, supported by Trustee Carter, to approve the Konica Minolta Copy Machine. Motion Carried.**

DEPARTMENT REPORTS

- A. Township Manager Report – January 8, 2025
- B. Assessing Department Report – January 7, 2025
- C. Building, Facilities & Grounds Department Report – January 13, 2025
- D. Downtown Development Authority Director Report – January 13, 2025
- E. Fire Department Report – December 2024
- F. Historical Society Executive Director Report – December 2024
- G. Parks & Recreation Department Report – January 6, 2025
- H. Planning Department Report – January 3, 2025
- I. Engineering Monthly Report – January 8, 2025
- J. F&V Operations & Resource Management Utility Report – January 8, 2025

Treasurer Moran inquired regarding a repair photo provided in the packet. Stephanie Kozal, F&V Operations, stated that the repair has been addressed with the contractor.

BOARD MEMBER COMMENT

Clerk DeMarco wanted to share thoughts and feelings regarding the agreement for our new township hall. She stated that she reluctantly signed the agreement, and stated that the agreement is unfavorable to the township. She stated she signed due to the delays not signing would cause. However, she wants it on record that a meeting take place should any issues arise with the third party. She stated that the agreement contains subjective language that may put the township at risk.

Trustee Carter felt the compensation conversation was beneficial and stated that trustee Proos gave a good testimony regarding the issue.

Treasurer Moran wanted to give a shout out to Staff Accountant Rodriguez for the creation of the random acts of kindness campaign the staff participated in throughout the holiday season.

CLOSED SESSION

There was no closed session.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Moved by Trustee Carter, supported by Trustee Proos to adjourn the meeting. Motion Carried.

The meeting was adjourned at 8:31 P.M.

Date

Jo DeMarco, Clerk