



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

Supervisor Korth called the meeting to order at 7:00 P.M.

Board Members Present: Supervisor Korth, Clerk DeMarco, Treasurer Moran, Trustees Carter and Damstra.

Board Members Absent: Trustees Hurwitz and Proos.

Staff Present: Township Manager Suchy, Deputy Clerk McIntosh, Buildings Facilities and Grounds Director Brinks, Planning Director Said, Assessor Boerman, Accountant Rodriguez.

Public Present: 8 members of the public.

APPROVAL OF AGENDA

Moved by Clerk DeMarco, supported by Trustee Carter. Motion Carried.

GENERAL TOWNSHIP BUSINESS

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

A. APPROVAL OF TOWNSHIP BOARD MINUTES

1. Regular Board Meeting Minutes – February 24, 2025

B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS

1. Parks, Recreation, and Land Preservation Meeting Minutes – January 16, 2025
2. Planning Commission Meeting Minutes – January 16, 2025
3. Board of Review Meeting Minutes – December 10, 2024
4. Revenue & Expense Report as of February 28, 2025
5. Letter from Administrative Committee re: Compensation Commission Framework – March 5, 2025

APPROVAL OF WARRANTS

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

Hand Checks: \$0.00

Warrants: \$487,062.18

Moved by Trustee Carter, supported by Clerk DeMarco to approve the March 10, 2025 warrant Report in the total amount of \$487,062.18. Roll Call: Yes- 5 (Korth, DeMarco, Moran, Carter, Damstra); No-0; Absent- Proos, Hurwitz. Motion Carried.

PUBLIC COMMENT

There was no public comment.

UNFINISHED BUSINESS

There was no unfinished business

PUBLIC HEARING

Ordinance O-031025-1: An Ordinance to Amend Chapter 22 of the Ada Township Code of Ordinances – Ada Township Cemetery Ordinance

Supervisor Korth opened the public hearing at 7:07 P.M.

Nancy Gaskell, 4990 Ada Drive. Wanted to thank Clerk DeMarco and Deputy Clerk McIntosh for the work they have done on the ordinance. She stated that she would have liked more notice to the public regarding the issue. She stated that she is the President of Findlay Cemetery Association. She requested clarity from the board regarding gate hours, the removal of artificial flowers and holiday wreaths, and hours of operations for the cemetery.

Noelle DiVozzo, 7115 Bronson Street. Inquiring whether the capacity of the lots have changed with the new ordinance and if so how. Inquired about the 30-year reclaiming process.

Treasea Trancik, 1294 Crampton. She inquired regarding the plot reclaiming area of the ordinance and what will happen with those spots if they are reclaimed.

Supervisor Korth closed public hearing at 7:16 P.M.

Clerk DeMarco responded to resident concerns. She stated that she would work with Buildings, Facilities and Grounds to include the hours and days of operation in the ordinance. She also stated that new signage would be installed to communicate these changes. She stated that the Cemetery Committee would address the other concerns mentioned and thanked the residents for voicing their thoughts regarding the changes.

Fiscal Year 2025-2026 Township Budget & 2025-2031 Capital Improvement Plan

Supervisor Korth opened the public hearing at 7:24 P.M.

There were no comments from the public.

Supervisor Korth closed the public hearing at 7:25 P.M.

NEW BUSINESS

Consider Consumers Energy Easement Request from Dr. Sammy Sahladar for Utility Pole Relocation at 7171 Headley Street

Township Manager Suchy presented the request to the board. He stated that the township is closing on this property soon, and in collaborations with Dr. Sahladar's construction, the utility pole and power management is needed. Todd Scholl, with Esseants Group, stated that the pole currently is in the middle of the property and the construction crew is currently working around it. **Moved by Treasurer Moran, supported by Trustee Damstra to authorize the Township Manager to work with legal counsel regarding the change and approve the easement contingent upon safety guidelines. Motion Carried.**

Consider Approval of Ordinance O-031025-1: An Ordinance to Amend Chapter 22 of the Ada Township Code of Ordinances – Ada Township Cemetery Ordinance

Damstra appreciated the work the Clerk and her staff did and thanked the members of the public who came to speak about the issue. She is assured that the Clerk's Office and believes that there is middle ground regarding the resident concerns.

Carter concerned regarding the 30 year and 60 day issue and he requested to make it 90 days.

Moran confused regarding the holiday closures. He stated that the Clerk's Office will work with staff regarding the gates being opened and being effective with that. He stated that the Cemetery Committee would be a key element in adding these revisions.

Motion to approve Clerk DeMarco, supported by Trustee Carter to approve. Motion Removed. Moved by Clerk DeMarco, supported by Treasurer Moran to table the ordinance pending review of revisions by the Cemetery Committee. Motion Carried.

Consider Approval of Cemetery Foundation, Retention Wall Work, and Tree Removal for an Amount Not to Exceed \$35,000

Moved by Treasurer Moran, supported by Trustee Carter to approve the request for an amount not to exceed \$35,000.00. Motion Carried.

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

Manager Suchy stated that the previous one approved was changed by the state. Manager Suchy provided an overview of the policy. **Moved by Trustee Damstra, supported by Trustee Carter to adopt the amended policy. Motion Carried.**

Request from Supervisor Korth to Appoint Clerk Jo DeMarco, Treasurer Kevin Moran, and Trustee Dan Hurwitz to the Cemetery Committee

Supervisor Korth stated that the Cemetery Committee has not met for several years and wanted to bring board member involvement back to assess fee structure, assist with cemetery changes and provide oversight to the improvements. Board members discussed how a board committee would work on these issues to address the call for a work session at a previous meeting. **Moved by Trustee Damstra, supported by Treasurer Moran to appoint Clerk DeMarco, Treasurer Moran and Trustee Hurwitz to the Cemetery Committee. Motion Carried.**

DEPARTMENT REPORTS

Supervisor Korth stated that the department head reports are continuously useful and helpful for new members of the board and he thanked the department heads for their effort.

A. Township Manager Report March 5, 2025

Township Manager Suchy stated that the DDA Board met this morning and discussed moving from three Beers at the Bridge events to two. The DDA supported this proposal to hold high quality events and finding a compromise between residents and the township. Manager Suchy stated that the budget will be approved at the March 24 Township Board meeting for consideration.

B. Assessing Department Report – March 4, 2025

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

D. Clerk's Office Report – March 5, 2025

E. Downtown Development Authority Director Report – March, 2025

- F. Fire Department Report – February 2025
- G. Historical Society Executive Director Report – February 2025
- H. Parks & Recreation Department Report – March 4, 2025
- I. Planning Department Report – March 5, 2025
- J. Engineering Monthly Report – March 5, 2025
- K. F&V Operations & Resource Management Utility Report – March 5, 2025

Stephanie Kozal, Project Manager, provided an update on the Spaulding Lift Station. She stated that the pump is away for analysis and she stated that there is quite a bit of foam coming from Amway for the past few weeks. She stated that debris are continuously getting plugged.

BOARD MEMBER COMMENT

Treasurer Moran stated that Raquel Valverde, our AmeriCorps member, received certification for farmers market management and stated that the township is very happy to have her on staff. He stated that he is disappointed regarding the reduction of the Beers at the Bridge events, but stated that it has shown how much the township has grown. He appreciates time and effort the staff puts into the events. Finally, he stated that his Deputy, Gina Olszewski, is out on medical leave.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Frank Hoover, 700 Marbury Dr SE, stated that he knows that he can come off as rude. He experienced a medical emergency and it was not relayed to the Ada Staff. His wife called Fire Chief Murray and Lieutenant Dewey and they got there 5 minutes later. He wanted to thank everybody and the Fire Department for their assistance and ongoing support.

CLOSED SESSION

Consider Written Legal Opinion Pursuant to MCL 15.268 Section 8(1)(h) of the Michigan Open Meetings Act

The Township Board entered open session at 8:28 P.M.

Moved by Damstra, supported by Treasurer Moran to proceed as discussed in closed session. Motion Carried.

ADJOURNMENT

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

The meeting was adjourned at 8:29 P.M.

Date

Jo DeMarco, Clerk