



**ADA TOWNSHIP REGULAR BOARD MEETING
MONDAY OCTOBER 9, 2023 at 7:00 P.M.
MINUTES**

The meeting was called to order by Supervisor Leisman at 7:00 P.M.

Members Present: Treasurer Moran, Clerk Smith, Supervisor Leisman, Trustees Carter and Jacobs.

Members Absent: Trustees Proos and Hurwitz.

Staff Present: Planning Director Said, Recreation Programmer Deason, Parks and Recreation Director Fitzpatrick, Buildings, Facilities and Ground Director Brinks, Assessor Boerman, Accountant Rodriguez, Administrative Assistant Marek, Deputy Clerk McIntosh, Township Manager Suchy, Township Engineer Groenenboom, Fire Chief Murray.

Public Present: Scott Ninemeier, Regional Manager Kent District Library (KDL), Joshua Hulst, Chair of the Parks, Recreation and Land Preservation Advisory Board, 4 additional members of the public.

APPROVAL OF AGENDA

Moved by Carter, supported by Jacobs to approve the October 9, 2023 agenda with the change of item XI-D to discussion due to the resolution not being provided to the board members.

Motion Carried. 5-0.

GENERAL TOWNSHIP BUSINESS

Moved by Jacobs, supported by Carter to approve the following minutes and accept and file the following reports and communication under consent agenda. **Motion Carried. 5-0.**

A. APPROVAL OF TOWNSHIP BOARD MINUTES

1. Rescheduled Regular Board Meeting Minutes – September 28, 2023

B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS

1. Downtown Development Authority Meeting Minutes – June 12, 2023
2. Downtown Development Authority Development Area Citizens Council Meeting Minutes – February 9, 2022
3. Downtown Development Authority Development Area Citizens Council Meeting Minutes – May 18, 2022
4. Downtown Development Authority Development Area Citizens Council Meeting Minutes – September 21, 2022

APPROVAL OF WARRANTS

Treasurer Moran Presented the following total amount for Hand Checks and Warrants:

Hand Checks- \$875.00

Warrants- \$396,339.69

Total all check and warrants- \$397,214.69

Moved by Jacobs, supported by Carter, to approve the Warrant Report for October 9, 2023, in the total amount of \$397,214.69. **Roll Call: Yes- Carter, Moran, Liesman, Smith, Jacobs; No-0; Absent-2. Motion Carried. 5-0.**

Consider Fulton St. Trail Project Pay Application #2 to Wyoming Excavators Inc in the Amount of \$449,146.13.

Steve Groenenboom, Township engineer, gave a progress report regarding the trail progress, detailing portions done. Nate Post, Wyoming Excavators, was present to answer questions. Post summarized that the project will require an extension in order to install the final installment of the retaining block fence. Motion by Jacobs, supported by Carter to approve Pay Application #2 to Wyoming Excavators Inc in the amount of \$449,146.13. **Motion Carried. 5-0.**

PUBLIC COMMENT

Frank Hoover, resident and election inspector, expressed a need for increased pay to work the election. Encouraged board to raise wages for election workers. Hoover stated that they are treated well but the pay should go up.

UNFINISHED BUSINESS

There was no unfinished business.

PUBLIC HEARING

There were no public hearings.

NEW BUSINESS

Kent District Library Amy Van Andel Library Quarterly Report – Scott Ninemeier.

Scott Ninemeier, Regional Manager of the Kent District Library, presented on the success KDL has had this year regarding visitor involvement, community engagement, and KDL is on the ballot this year for a lower millage. With the growing population, a lower millage was recommended by the KDL board, and residents across the county will be able to vote on this Millage on November 7, 2023.

Consider Appointment of Parks & Recreation Director

Manager Suchy provided board members with an updated memo regarding the final candidate chosen. Manager Suchy recommends Wesley Deason be appointed as Parks & Recreation Director. The hiring committee selected Mr. Deason following interview of five candidates. Mr. Deason stood out from all the other candidates. Josh Hulst, Chair of the Parks, Recreation and Land Preservation Advisory Board, was part of the interview committee and stated to the board that Deason is a good fit. Wesley Deason, current Recreation Programmer,

thanked the board for the opportunity and is looking forward to serving the township in the new capacity. **Motion by Clerk Smith, supported by Trustee Hurwitz to appoint Wesley Deason as Parks & Recreation Director contingent upon successful negotiation. Motion Carried. 5-0.**

Resolution R-100923-1: A Resolution to Approve Revised Parks Facilities & Amy Van Andel Library – Ada Community Center Facility Rental Guidelines and Fees

Fitzpatrick presented the rates and revisions to the guidelines to provide user clarity. Board members asked questions regarding the block rate, and the demand of the rental facilities. Fitzpatrick detailed staff processes to prep and prepare reservations and maintain the fields. He also discussed previous work done by interns and staff members to study the area regarding what are other organizations charging. Deason provided information to board regarding tournament maintenance and how that aligns with the cost. **Roll Call: Yes- Carter, Moran, Liesman, Smith, Jacobs; No-0; Absent-2. Motion Carried. 5-0.**

A Discussion of Resolution R-100923-2: A Resolution to Revise the Ada Township Parks and Recreation Areas Rules and Regulations related to Alcohol Use

Fitzpatrick referred to memo submitted. This changes the current process of board review to an internal permit process. Fitzpatrick gives insight regarding fee determination, legal review, and protection for liability. Motion to table by Carter, supported by Jacobs. **Motion Carried. 5-0.**

Consider Recommendation from Parks, Recreation, and Land Preservation Advisory Board for Re-Imagined Concept of Leonard Field Park and Newly Acquired Property on River Street

Suchy summarized the submitted memo and current renderings regarding recommended changes. Suchy presented the trail improvements, board walk potential and pedestrian safety opportunities for crossing Thornapple Drive. Fitzpatrick gave perspective regarding current maintenance needs. Leisman stated that this is not an approval of this exact plan, but the idea of the re-imagined goals for the area and encourages the campaign to start fundraising for improvements. Board asked questions regarding pavers and environmental impact of the park and the status of the ballfield lights. Rob from Progressive AE briefly touched on ongoing collaboration with township. Motion by Carter, supported by Jacobs to approve the concept plan for re-imagined Ada Covered Bridge Park. **Motion Carried. 5-0.**

DEPARTMENT REPORTS

A. Township Manager Report – October 4, 2023

Suchy gave a brief update regarding the MEDC RAP 2.0 grant where Ada Township received \$425,000 and was one of the only townships on the west side of the state to receive that level of funding. He updated the board about the second shift BFG position, stating that it may need to be turned into a first shift position in order to find the right candidate.

B. Assessing Department Report – October 4, 2023

Boerman answered questions from the board regarding a summary disposition that recently went out to motion.

C. Building, Facilities & Grounds Department Report – October 4, 2023

D. Downtown Development Authority Director Report – October 2, 2023

E. Fire Department Report – September, 2023

Chief Murray stated that it was the second week of fire prevention work in the local schools. He also announced that on Wednesday October 11, 2023, seven of the fire department staff received awards from Kent County for lifesaving emergency service provision.

F. Historical Society Museum Manager Report – September, 2023

G. Parks & Recreation Department Report – October 2, 2023

Fitzpatrick stated that Leonard is progressing and railing, lights, and tables should be installed and finished by the end of October on schedule.

H. Planning Department Report – September, 2023

I. Engineering Monthly Report – October 2, 2023

Groenenboom announced that Lawn Doctor completed treatment.

J. F&V Operations & Resource Management Utility Report – October 3, 2023

BOARD MEMBER COMMENT

Clerk Smith noted that Resolution 2022-2 will require additional funding for equipment in order to get prepared for the February 2024 election. She stated that the Township is prepared to absorb costs associated with early voting. Clerk Smith also stated that St Robert will not be a polling location after this November election, so voters should receive new voter cards and notices regarding early voting in January 2024.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional public comment.

ADJOURNMENT

Motion by Jacobs, supported by Moran to adjourn meeting at 8:33 P.M. Motion Carried. 5-0.