

**ADA TOWNSHIP BOARD MEETING
MINUTES
JANUARY 8, 2007**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Treasurer Pratt, Clerk Ensing Millhuff, Trustees: Damstra, Proos, Sytsma and Westra. Also present: Planning Director Ferro, Recording Secretary Smith and eight community members.

APPROVAL OF AGENDA

Added to the agenda under New Business: Item E. Compensation Commission appointments.

Moved by Sytsma, supported by Westra, to approve the agenda as amended. Motion carried.

LIQUOR LICENSE REVOCATION HEARING

Attorney Jim Peterson explained a notice was sent on December 22, 2006, for the proposed revocation of the liquor license for Dudley's Party Store for 392 Pettis Avenue, and referred to the criteria set forth in the zoning ordinance.

Mr. Peterson questioned Supervisor Haga regarding the notice of hearing and service, background of the granting of, conditions of, and use of the license.

Attorney Craig Avery, representing Dudley Larson, asked questions of Mr. Larson regarding his residence and business addresses, history of the liquor license application and use, its intended purpose, financing issues, dollars invested, transfer of the license, and recent negotiations with the township. Mr. Peterson asked Mr. Larson about required timelines and if they had been met.

Supervisor Haga explained the matter would be referred back to the Administrative Committee to develop a recommendation to present at the next board meeting.

Questions and comments were made by board members regarding the costs involved, hardships, committed funds, business plan, intentions for the license, time frames, and future possibilities.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA:

Approval of Minutes

December 11, 2006, Regular Board Meeting

Receive and File Various Reports/Communications

1. Township Investment Report - 11/06; 2. Open Space Board Minutes - 10/26/06; 3. Comcast - 12/04/06 & 12/12/06; 4. MTA Legislative Report - 12/08/06 & 12/15/06; 5. Ada Historical Society Minutes - 11/11/06; 6. Building Permit Trends - 12/11/06; 7. David Vago - Thank you letter - 12/17/06.

Moved by Proos, supported by Damstra, to approve items on the Consent Agenda. Motion carried.

APPROVAL OF WARRANTS AND RECEIPTS

Treasurer Pratt presented Warrants and Receipts in the following amounts: Hand Checks: #101 \$6,977.14; #205 \$1,227.06; #208 \$249.13; #590 \$477.53; #591 \$692.92; #592 \$127.76. Total Hand Checks \$9,751.54. Warrants: #101 \$33,495.22; #205 \$2,007.06; #208 \$13,954.05; #249 \$3,282.50; #590 \$50,948.88; #591 \$90,193.27; #592 \$491.21. Total Warrants \$194,372.19. Total Checks and Warrants \$204,123.73.

Moved by Westra, supported by Sytsma, to approve the Warrant Report of January 8, 2007, in the amount of \$204,123.73. Roll Call: Yes - Westra, Sytsma, Proos, Damstra, Haga, Pratt, Ensing Millhuff. No - 0. Absent - 0. Motion carried.

PUBLIC COMMENT

There was no public comment.

BOARD COMMENT

Trustee Damstra commented on the building permit breakdown and stated he thought the 32% increase in permits issued was interesting since it went against the national trend. He asked if there was a projection of the impact on the budget. Trustee Damstra asked Treasurer Pratt about investment options.

Trustee Sytsma commended Treasurer Pratt for the great job she's doing with investments.

Trustee Westra asked what impact the franchise cable bill approved by the Senate and slated to be signed by the governor would have on Ada's revenues. He asked about the status of the museum expansion in relation to the board's discussion of management of the museum. Supervisor Haga responded he intended to get the Historical

Committee together to discuss the matter. Clerk Ensing Millhuff clarified the Historical Committee consisted of Supervisor Haga, Treasurer Pratt, Trustee Damstra and three members of the Historical Society.

Clerk Ensing Millhuff explained the procedures and responsibilities regarding school elections and asked the board if stated if there was no board objection the township would continue the existing agreement with the county for the next two years to coordinate and administer off year elections within the township. No objection was made.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) - PUBLIC INPUT

Supervisor Haga noted there was about \$11,000 in unprogrammed funds.

There was no public input.

Trustee Proos suggested the GO! Bus was probably the best use of the funds unless there was something to be done with the museum. **Moved by Westra, supported by Damstra, to assign the Administrative Committee to appropriately allocate the unprogrammed funds of the CDBG program.** Supervisor Haga noted the sheet had not been updated since last year's motion and he thought the amount of unprogrammed funds was now lower. **Motion carried.**

RESOLUTION R-010807-1 - RESOLUTION OF INTENT TO ISSUE CAPITAL IMPROVEMENT BONDS - ADA TOWNSHIP TRAIL SYSTEM

Supervisor Haga noted this matter had previously been tabled. **Moved by Damstra, supported by Proos, to adopt Resolution R-010807-1, which is a resolution of intent to issue capital improvements bonds for the Ada Township trail system.**

Jim White stated the papers had been drawn up for action in December but the time goal could probably still be met. Clerk Ensing Millhuff noted for the record this was the first time Ada Township had ever bonded for any non-utility project.

Roll Call: Yes – Sytsma, Proos, Damstra, Haga, Pratt, Ensing Millhuff, Westra. Resolution adopted.

NPDES PHASE II STORM WATER REGULATIONS COST ALLOCATION

Supervisor Haga noted even though there had been legal action in Kalamazoo Township had been decided but probably appealed, the process had to continue.

Moved by Westra, supported by Proos, to approve the cost allocation for the NPDES Phase II storm water regulations for the period of 2007 to 2009. Motion carried.

PERSONNEL POLICY CHANGES / ADDITIONS

1. **CELL PHONE POLICY**
2. **EMPLOYEE PROVIDED VEHICLES AND TOWNSHIP VEHICLE USAGE POLICY**
3. **UNIFORMS AND TOWNSHIP FURNISHED CLOTHING**

Supervisor Haga noted the reason for these changes was related to IRS matters.

Moved by Proos, supported by Damstra, to adopt the three personnel policy changes/additions, which is the cell phone, employee provided vehicles and township vehicle policy and uniforms, etc.

Trustee Westra suggested additional cell phones be carried by employees. Clerk Ensing Millhuff added the IRS looks at cell phones furnished for anyone to be a fringe benefit and therefore taxable and also noted the township had a personal phone call policy which was a separate issue.

Treasurer Pratt suggested the possibility of a log to be kept in all vehicles under 10,000 pounds.

Moved by Pratt, supported by Sytsma, to amend the original motion of the vehicle portion to require logging of all mileage for vehicles 10,000 pounds or less gross vehicle weight. Motion to amend carried. Main motion, as amended, carried.

COMPENSATION COMMISSION APPOINTMENTS

Supervisor Haga noted Bob Gaskell had communicated he was unable to serve due to health issues.

Moved by Westra, supported by Sytsma, to approve the appointments to the Compensation Committee as recommended by the supervisor.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Frank Hoover stated he felt there were too few people being put on too many committees. Supervisor Haga responded he had sent a memo to the board, including the application, back in July looking for volunteers.

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

**Deborah Ensing Millhuff, CMC
Ada Township Clerk**

RS: JS