

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
FEBRUARY 12, 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 and Westra. Also present: Planning Director Ferro, Parks Director Tatar, Recording Secretary Smith and seven community members. Trustee Sytsma arrived at 7:49 p.m.

**APPROVAL OF AGENDA**

**Moved by Proos, supported by Westra, to approve the agenda as presented. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA:**

**Approval of Minutes**

January 22, 2007, Regular Board Meeting

**Receive and File Various Reports/Communications**

1. Investment Report - 12/06; 2. Sheriff Report - 2006 Year End Report; 3. Compensation Commission Resolution - 1/23/07; 4. Supervisor Report - 1/07; 5. Zoning Board of Appeals - 1/9/07; 6. 2007 Policy Force Hardship Exemptions; 7. Ada Historical Society Minutes - 12/9/06; 8. Planning Commission Minutes - 12/14/06; 9. REGIS Agency Board Minutes - 11/22/06; 10. MTA Legislative Update Fax - 1/19/07 & 2/2/07; 11. Zoning Enforcement Report - 10/01-12/31/06; 12. GO! Bus Report - Oct-Dec 2006; 13. Kent County Detail - 1/07; 14. All County Church Emergency Support System - ACCESS 6 Update Letter - 1/26/07; 15. Open Space Advisory Board Minutes - 12/1/06; 16. Bernhardt - thank you note - 1/5/07; 17. Comcast - Channel lineup - 1/19/07 & 1/31/07; 18. Senator Levin - 1/3/07; 19. Fire Call Report - 1/07.

**Moved by Westra, supported by Proos, 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 \$11,539.07; #205 \$2,157.37; #208 \$1,177.58; #590 \$4,094.60; #591 \$1,265.49; #592 \$673.42. Total Hand Checks \$20,907.53. Warrants: #101 \$46,605.86; #205 \$39,137.07; #208 \$3,424.21; #211 \$28,393.88; #401 \$2,453.66; #590 \$88,256.81; #591 \$89,832.82; #592 \$2,195.57. Total Warrants \$. Total Checks and Warrants \$321,207.41.

**Moved by Proos, supported by Damstra, to approve the Warrant Report of February 12, 2007, in the amount of \$321,207.41.**

Supervisor Haga clarified for Trustee Proos that the payment to Moore & Bruggink was for preliminary engineering services for the Grand River piece of the trail and some of the Thornapple River Drive trail and that the Ryan's expense was for sewer maintenance and investigation into the source of paper towels jamming the sewer system. **Roll Call: Yes - Westra, Ensing Millhuff, Haga, Damstra, Proos, Pratt. No - 0. Absent - Sytsma. Motion carried.**

**PUBLIC COMMENT**

Norm Rhoades, 571 Rookway, referred to Trustee Westra's comments at the last meeting regarding safety issues in Adacraft. Mr. Rhoades presented a map and some pictures showing the limited sight distance and landscaping issues.

**BOARD COMMENT**

Trustee Proos congratulated the treasurer for the job she had done particularly utilizing and investing the township's funds. He also stated the Sheriff's Report confirmed that Ada Township is a blessed community, and suggested a statistical comparison of 2006 to 2005 report. He referred to the Zoning Enforcement Activity Report and suggested the issue be put on a board meeting agenda as to where we are headed and if a zoning enforcer or an additional code enforcer is needed. Trustee Proos referred to the Compensation Committee Report stating he was unhappy with the recommendation the trustees be compensated according to meeting attendance; adding he believed this recommendation stem from one comment made by a resident at a Township Board meeting regarding the absenteeism of a trustee, whom in his opinion participates in several other township committees and boards which are also very active; adding the trustees do many extra things in addition to attending meetings and was concerned about the recommendation to pay per diem as opposed to straight salary. Do to rising cost of insurance he also questioned the Administrative Committee's decision to not review health insurance for the full-time staff at this time.

Clerk Ensing Millhuff stated she had asked for a clarification regarding the per diem recommendation by the Compensation Committee adding the recommendation was to also look at an additional per diem payment for certain committees. Supervisor Haga added the decision to pay per diem would be made by the board; adding the State statute doesn't allow for the Compensation Committee to reduce salaries.

Clerk Ensing Millhuff distributed a graph project report from the Road Commission covering 1998 to present; adding only the Supervisor and Clerk had received copies but she would attempt to get additional copies of the complete report for all the board members.

Supervisor Haga reminded board members of the budget work session Wednesday, February 21, at 6:00 p.m. and of the scheduled workshop with the township board, charrette committee and planning commission on February 28 at 4:00 p.m. at the Les Craig Learning Center.

**OLD BUSINESS**

There was no Old Business.

#### NEW BUSINESS

##### **RESOLUTION R-021207-1 - DUDLEY'S PARTY STORE, INC. REVOCATION OF LIQUOR LICENSE**

Supervisor Haga explained the Administrative Committee had met and discuss the matter and there had been no additional communication with Dudley Larson or his attorney. The Administrative Committee was requesting the resolution be adopted with the "a" option, which was immediate revocation. **Moved by Westra, supported by Ensing Millhuff, to adopt Resolution R-021207-1, which is the resolution for the immediate revocation request for the Dudley Party Store, Inc. liquor license.** Trustee Proos added he believed it had been made perfectly clear to Mr. Larson that if he came back with a letter or plan the board would be willing to review the request. **Roll Call: Yes - Sytsma, Westra, Haga, Pratt, Proos, Damstra, Ensing Millhuff. No - 0. Absent - 0. Resolution adopted.**

##### **RESOLUTION R-021207-2 - ADA COUNCIL FOR THE ARTS ROAD CLOSURE - "ARTS IN ADA."**

**Moved by Proos, supported by Damstra, to adopt Resolution R-021207-2, which is the Ada Council for the Arts road closure request for Arts in Ada Day on May 19.** Supervisor Haga noted that the insurance certificate was still required. **Roll Call: Yes - Haga, Pratt, Proos, Damstra, Ensing Millhuff, Sytsma, Westra. No - 0. Absent - 0. Resolution adopted.**

##### **CONTRACT AWARD FOR ROSELLE PARK TRAIL IMPROVEMENTS**

Wes Steer, OCBA, explained nine bids had been received for the project, ranging from \$165,923 to 241,335. The recommendation was Rivertown Contractors. There were two alternate bid items, one for a small area of concrete paving and the second for the actual restroom building. Supervisor Haga added that the original bid was also part of a DNR grant project and the project consisted of about a mile or mile and a half rail along with an overlook on the river and canoe access to the river. Because the bids came in lower than anticipated, some additional work was possible. **Moved by Damstra, supported by Proos, to authorize the awarding of the Roselle Park improvement project to Rivertown Contractors to include the utilization of the total price of \$27,523 for the additions as we would be allowed. Motion carried.**

##### **BONDING FINANCIAL COUNSEL RECOMMENDATION**

Treasurer Pratt explained the amount of fees was considered but not the sole reason for the recommendation. She had checked the references related to townships and cities and had received glowing recommendations for Stauder, Barch & Associates, Inc.. **Moved by Proos, supported by Sytsma, to approve the recommendation from the Finance Committee to contract for the services with Stauder, Barch & Associates, Inc. for the bonding and financial assistance relative to the bonds.** Supervisor Haga noted that as part of the committee and having read all the reports, he felt the information from Stauder, Barch, was the easiest to read. **Motion carried.**

##### **RAIL AMERICA - OCCUPANCY LICENSE AGREEMENT**

Supervisor Haga explained this related to trying to get a walkway at Leonard Field from the new decking area and finding that the area was on the railroad's property. The railroad wanted an occupancy license agreement. Counsel had reviewed the agreement and written a response. The railroad is waiving all of the fees except the contractor fee and the \$100 annual fee which can potentially be increased 3 to 5% per year. The railroad also agreed to amend the part regarding maintenance of the crossing. **Moved by Proos, supported by Sytsma, to process the occupancy license agreement with Rail America for the access at Leonard Field from the decking for a public access to the river. Motion carried.**

##### **LEONARD FIELD RESTROOM PROJECT - AUTHORIZATION TO BID**

Clerk Ensing Millhuff explained that the Parks Committee had been pursuing this project for about 2 1/2 years and it has been in the Park and Recreation Master Plan for over 15 years. **Moved by Westra, supported by Damstra, to authorize to proceed to bid for the Ada Leonard Field restroom project as presented.** There was discussion among board members regarding the moratorium and whether this project would fall under those restrictions. **Moved by Westra, supported by Sytsma, to amend the motion to approve the authorization of the bid pending confirmation with the charrette guidelines by the Administrative Committee. Motion to amend carried. Main motion, as amended, carried.**

#### OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional public comment.

#### ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

RS: JS

---

Deborah Ensing Millhuff, CMC  
Ada Township Clerk