

**ADA TOWNSHIP BOARD MEETING
MINUTES
APRIL 26, 2010**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee Smith, Trustee Proos, Trustee Westra, Trustee Sytsma. Also present: Township Engineer Steve Groenenboom, Fire Chief Jim DuVall, Recording Secretary Johnson and sixteen community members. Members absent: None.

APPROVAL OF AGENDA

Moved by Proos, supported by Westra, to approve the agenda as presented. Yes - 7, No - 0; Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA:

Approval of Minutes

April 12, 2010, Regular Board Meeting

Receive and File Various Reports/Communications

1. Planning Commission Minutes - 03/18/2010;
2. Building Permit Report - 03/2010;
3. Zoning Board of Appeals Minutes - 03/02/2010;
4. Ada Township DDA Board Minutes - 03/01/2010;
5. Kent County Community Development Department - 04/16/2010;
6. MTA Legislative Update Fax - 04/09/2010, 04/16/2010;
- 7 Kent District Library Minutes - 03/18/2010;
8. Summer Parks & Recreation Intern - 04/16/2010.

Moved by Westra, supported by Smith, to approve the Minutes and accept the reports and communications under the Consent Agenda. Yes - 7, No - 0; Motion carried.

APPROVAL OF WARRANTS AND RECEIPTS

Treasurer Rhoades presented Warrants and Receipts in the following amounts: Hand Checks: #101 \$7,120.55; #205 \$144.30; #208 \$484.23; #590 \$35.35; #591 \$35.36; #592 \$1.44; #701 \$4,172.08; Total All Hand Checks \$11,993.31. Warrants: #101 \$9,224.31; #205 \$7,379.92; #208 \$1,387.84; #211 \$325.00; #213 \$285.00; #248 \$78.98; #590 \$84,062.12; #591 \$117,892.65; #592 \$2,764.22; Total Warrants \$223,400.04. Total All Checks and Warrants \$235,393.35. **Moved by Trustee Smith, supported by Trustee Sytsma, to approve the Warrant Report for April 26, 2010, in the total amount of \$235,393.35.**

The Board discussed the year-end closing of escrow accounts after projects are completed, including the determination of escrow amounts, what triggers the closure of the escrow, if any interest is paid during the escrow, and how long funds are held in escrow. Trustee Proos requested a report with a breakdown of the escrow accounts so the Board can better understand the process and ensure it is fair and timely.

The Board discussed Items #15 and #25, which pertain to web services. Trustee Westra inquired about the status of the Ada Township website development. Supervisor Haga suggested Trustee Westra send the Clerk a list of items that may not have full functionality yet so they can be investigated.

Roll Call: Yes - Sytsma, Westra, Proos, Smith, Rhoades, Burton, Haga. No - 0. Absent - 0. Motion carried.

BAILEY DRIVE EASEMENTS

Steve Groenenboom, Moore & Bruggink, Township Engineers, updated the Board on the status of the easements for Bailey Drive; the acquisition of easements for the Bailey Drive section of the non-motorized trail is going exceedingly well. It appears probable that 25 of the 27 proposed easements will be obtained and there is still a chance the other two will be granted as well. At this point, the Kent County Road Commission has already granted approval to begin work on the easement sections of the trail. **Moved by Westra, supported by Smith, to approve payment for the three Bailey Drive easements cited in the correspondence from Moore & Bruggink dated April 16, 2010 in the amount of \$6,135.00.** The Board discussed the remaining proposed easements and the method for calculating the costs of easements. **Yes - 7, No - 0; Motion carried.**

CHANGE ORDER #1 TO THE NON-MOTORIZED TRAIL PHASE III

Township Engineer Groenenboom presented the change order to the Board. The change order combined elements from the McCabe, Honey Creek, and Conservation sections of the road, as well as charges for the covered bridge. The budget summary shows the project is still under the approved budget threshold. **Moved by Sytsma, supported by Rhoades, to approve change order #1 to the Phase III non-motorized trail project in the amount of \$103,590.00.** The Board inquired if Katerberg Verhage charged residents for muck transferred for landscaping. The Board commented the work on the two sections of Phase III should not have been combined into one change order. The Board noted the cost increases should have been brought to the Board prior to approval for the next project section; Township Engineer Groenenboom indicated he had noted during the discussions on the potential contract extension a sizeable change order was pending, although the details were not yet

available. The Board was deeply concerned the \$26,300.00 proposed cost for the covered bridge did not include the cost for the bridge foundation. There was a question if the cost savings on the boardwalk offset the cost for the bridge foundation.

Moved by Westra to amend the motion to strike Item #5 – Foundation for Bridge from the change order and reducing the total change order amount by \$8,000.00 to a total of \$95,590.00. Support by Proos. The Board considered if the striking of the foundation approval effectively puts the covered bridge component on hold until this issue is resolved. The Board discussed the need for clarifying the costs, reviewing the savings from the elimination of the boardwalk through the implementation of a covered bridge, and the history of the communications received on this issue before proceeding with the covered bridge approval.

Correction by Westra of amendment to the motion: the corrected amendment to the motion is to strike Item #4 – Covered Bridge and Item #5 – Foundation for Bridge from the change order and reduce the total change order amount by \$34,300.00 to a total of \$69,290.00. Support by Proos for the correction to the amendment motion.

Yes - 7, No - 0; Corrected amendment to the motion carried.

Township Engineer Groenenboom noted the sand bedding cited in Items #1 and #2 of the change order was not part of the original contract, and was not authorized prior to use. The Board reiterated future change orders would be severely contested.

Yes - 7, No - 0; Motion as amended carried.

PAY APPLICATION #5, PHASE III NON-MOTORIZED TRAIL: KATERBERG-VERHAGE

Township Engineer Groenenboom presented the pay application to the Board. **Moved by Smith, supported by Sytsma, to approve Pay Application #5 to Katerberg-Verhage for the Phase III Non-Motorized Trail Project in the amount of \$77,225.55.** The Board noted it was unacceptable to submit a pay application for payment on items that were cited on the change order, which had yet to be approved. In this case, the Board voted to approve the change order items that appeared on the pay application. In the future, items on change order requests cannot be presented on pay applications at the same meeting. In addition, the Board requested the items cited as finished be confirmed as fully completed. **Moved by Proos to postpone action on Pay Application #5 to Katerberg-Verhage for the Phase III Non-Motorized Trail Project in the amount of \$77,225.55. Support by Smith. Yes - 7, No - 0; Motion to postpone carried.**

INTERURBAN – GO! BUS SERVICES INVOICE: JANUARY – MARCH 2010

Supervisor Haga presented the invoice to the Board; he indicated it had not been included in the Warrant Report because it had just been received, and should be included in the 2008-2009 Fiscal Year. **Moved by Proos to postpone action on the Interurban – GO! Bus Services invoice for January – March 2010 in the amount of \$5,227.44 to allow it to be included in the next meeting’s Warrant Report. Support by Sytsma. Yes - 7, No - 0; Motion to postpone carried.**

PUBLIC COMMENT OTHER THAN AGENDA

John Schwartz, resident of Grand Rapids Township, indicated he is running for State Representative for the 86th District, which includes Ada Township. As part of his campaign, he will be holding weekly town meetings until the August 3rd primary to get input from the voters on their concerns and priorities and to allow the voters to hear his positions and ideas. He invited the Board and the public to the first of three meetings that will be in Ada Township, which will be held May 13th from 6:00 - 9:00pm at the Community Church at 7239 Thornapple River Drive.

BOARD COMMENT

Trustee Proos advised the Township should monitor the impact of the digging at Rieth-Riley Construction Company to ensure the street is being maintained for cleanliness and safety.

Trustee Westra suggested the Township develop a standard for project reporting of cost and progress; he felt considerable time was spent by the Board in reviewing and requesting clarification on various reports.

Trustee Westra noted four Township Board members attended the recent panel discussion at the Chamber of Commerce meeting. It was obvious at the meeting the City of Grand Rapids is interested in consolidation of local governments. He stated it was important to keep an eye on this issue so Ada Township’s dissenting voice would be heard. Trustee Sytsma commented it was encouraging to hear neighboring townships express interest in working collectively and not being consolidated into Grand Rapids.

Clerk Burton reminded voters of the upcoming May 4th school elections for the three school districts in Ada Township: Forest Hills, Northview, and Lowell. She encouraged everyone to vote.

Supervisor Haga noted the Grand River Expedition 2010 will be floating through Ada on July 23rd. As stated in the flyer, “The Expedition is a 13-day public journey of discovery to document conditions and opportunities of Michigan’s Grand River and its watershed in order to foster awareness and responsibility for the River.” The Expedition is led by historians, educators, scientists, and more and will travel by canoes, kayaks, and boats. They will conduct studies, and provide demonstrations, interactive displays, and exhibits to communities along the Grand River from July 13 - 26. The Ada Township Park Director is working with the Expedition group for the day in Ada on July 23. Registration for the Expedition is open through June 15th to both children and adults for participation in one or more days of the Expedition. For more information on the day in Ada, contact Ada Township Park Director, Mark Fitzpatrick. For details on registration for the Expedition, visit www.trailspotters.com or call (517) 203-9596.

Supervisor Haga informed the Board the approved forensic analysis of the forcemain sewer pipe is scheduled to begin May 11th and 12th, with rain dates scheduled for the 13th and 14th.

Supervisor Haga indicated the Public Works Committee is tentatively scheduled to meet on Friday, May 30th, to review various road issues. Optimally, a recommendation will be returned to the Board at the May 10th meeting.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

TOWNSHIP SEVERE WEATHER SIRENS UPDATE

Supervisor Haga moved the final new business item to the fore to allow Fire Chief DuVall to present the issue without further delay. Fire Chief DuVall summarized the three proposals contained in his memo of April 15, 2010: 1) to improve severe weather siren management by installation of the "Federal Commander Digital System" to allow computer-control of the sirens, 2) to install equipment to allow activation of the sirens from a mobile radio, and 3) to contract with the vender to do battery replacement and a four-year maintenance plan. West Shore Services, as the exclusive vendor for Federal Signal Corporation Severe Weather Warning equipment for the state of Michigan would be the vendor for all three proposals. **Moved by Proos to approve the proposals for the severe weather warning siren: Proposal #1 to install the "Federal Commander Digital System" for \$2,510.00, Proposal #2 to allow mobile radio activation for \$611.00, and Proposal #3 for one year of siren inspection/maintenance for \$4,550.00, for a total of \$7,671.00. Support by Sytsma.** The Board discussed the cost of the batteries and the maintenance contract and the diagnostics available to the Fire Department to monitor without a long-term maintenance contract. It was recommended a Fire Department representative be present during the siren inspections and maintenance to see if the work performed could be handled by the Fire Department in the future. **Yes - 6, No - 1; Motion carried.**

RESOLUTION FOR PARKS & RECREATION MILLAGE RENEWAL RESOLUTION FOR POLICE AND FIRE MILLAGE RENEWAL

Supervisor Haga suggested the Board consider delaying submission for renewal of these millages in light of the election for August 2012; the first collection under these renewals would not be until December 2012. **Moved by Smith to postpone consideration of both the Resolution to Place a Parks and Recreation Millage Proposal on the August 3, 2010 Ballot (originally Resolution #R-042610-1) and the Resolution to Place a Police and Fire Millage Proposal on the August 3, 2010 Ballot (originally Resolution #R-042610-2) until May 2011. Support by Proos.** The Board discussed the importance of ensuring adequate funding is maintained but excessive funding is not requested. The Board considered the importance of first examining the current state of funding for each of these entities before requesting a millage renewal. In addition, the question of the lack of spending against the Forest Hills Public School millage for public recreation and playground facilities was raised by Trustee Westra. **Yes - 7, No - 0; Motion to postpone carried.**

RESOLUTION R-042610-1, FOURTH OF JULY PARADE AND ROAD CLOSURE

Supervisor Haga noted, as the previous two resolutions were postponed, the remaining resolutions were renumbered accordingly. **Moved by Westra, supported by Sytsma to adopt Resolution R-042610-1, for the 4th of July Parade and road closures.** The Board discussed closure of Thornapple River Drive throughout the day for the classic car show during the activities. They emphasized the importance of re-opening all possible roads as soon as viable.

Roll Call: Yes - Smith, Proos, Westra, Sytsma, Burton, Rhoades, Haga. No - 0. Absent - 0. Resolution is adopted.

RESOLUTION R-042610-2, HELIPORT ZONING ORDINANCE O-011209-5 REFERENDUM BALLOT LANGUAGE

Moved by Westra, supported by Burton, to adopt Resolution R-042610-2, a resolution concerning heliport zoning Ordinance O-011209-5 referendum ballot language. The Board discussed the importance of clear communication to the voters of what is contained in the Ordinance and what the referendum would actually enact. The Clerk noted the law requires the exact same language used in the petition must be used in the ballot with no subtractions, additions, or revisions. However, the Township can send out neutral information to the public in advance of the vote to try to provide the clearest understanding of the issue under referendum. In addition, the Ordinance can be published so the voters can read it in advance.

Roll Call: Yes - Westra, Proos, Sytsma, Smith, Burton, Rhoades, Haga. No - 0. Absent - 0. Resolution is adopted.

ORDINANCE O-042610-1, AMEND THE ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY ORDINANCE TO CHANGE THE FISCAL YEAR TO COINCIDE WITH ADA TOWNSHIP'S FISCAL YEAR

Supervisor Haga presented the Ordinance. **Moved by Sytsma, supported by Westra, to adopt Ordinance O-042610-1, an ordinance to amend the Ada Township Downtown Development Authority (DDA) ordinance to change the beginning and ending dates of the fiscal year of the authority.** It was noted the DDA would have one 15-month year to realign the fiscal years.

Roll Call: Yes - Proos, Westra, Smith, Sytsma, Rhoades, Burton, Haga. No - 0. Absent - 0. Ordinance is adopted.

LICENSE AND RELEASE AGREEMENT WITH ALTICOR, INC. TO USE PORTIONS OF THEIR PROPERTY FOR THE 4TH OF JULY ACTIVITIES

Supervisor Haga presented the license agreement. **Moved by Westra, supported by Rhoades, to approve the license and release agreement with Alticor, Inc. to use portions of their property for the 4th of July activities. Yes - 7, No - 0; Motion carried.**

PROPOSAL FOR ADDITIONAL SPEED ENFORCEMENT IN ADA TOWNSHIP FOR 2010

As Community Police Office Deputy Joe Taylor could not be present, Supervisor Haga outlined the proposal, which was an outgrowth of earlier comments on the dangerous speeding in Ada. There are two different proposals offered to allow additional speed monitoring in Ada in 2010, both of which allow for detailed reports to Ada Township. **Moved by Westra, supported by Smith, to authorize option #2 for Township speed enforcement with the Kent County Sheriff's Department between May and September 2010 in the amount of \$11,425.10.** The Board noted this would be paid for from the Public Safety Fund. The Board noted residents have expressed concern about speeding. The Board discussed the costs for the extra enforcement are charged by Kent County Sheriff's Department to Ada Township, but the fines levied from extra ticketing does not return to Ada. Some members felt this resulted in Ada residents being double-charged for the services. The Board discussed if this level of service should be part of the protection already provided by the East Precinct, as opposed to being an additional charge. Some members felt the East Precinct is already responsible for this and should simply be doing more to ensure the road patrols are sufficient and are present where needed. The difficulty of providing sufficient manpower to effectively police speeding with the current budget was raised. Members also considered if the temporary speed monitoring would cause only limited and short-term changes in driving, as opposed to a long-term solution. **Yes - 3, No - 4; Motion defeated.**

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Kathleen Richter, 6301 Hall Street, asked if clarifying language regarding the heliport ordinance could be inserted separately on the ballot after the referendum ballot language. The Clerk indicated the law stipulates no changes could be made to the ballot; it must be exactly the same as the petition language. However, the Township can issue neutral information about the referendum. In addition, local organizations can choose to educate the voters about the issue and the reasons either for or against the referendum.

David Field, 6526 Ada Drive, emphasized the Township must hold the contractors and the Township engineers to the approved contracts; there should be no cost overruns. He inquired what the next step would be after the August vote on the referendum. Supervisor Haga indicated if the referendum requiring the adoption of the ordinance were to fail, the issue could then return to the Ada Township Planning Commission.

Lloyd Paul, 1268 Pettis Avenue, suggested the Township consider incorporating as a city, which would allow a stronger voice in local, county, and state government affairs. It would also allow greater control of aspects of the Township's own matters such as policing and roads and would allow retention of fines levied for speeding, etc.

ADJOURNMENT

The meeting was adjourned at 9:33 p.m.

Respectfully submitted,

**Susan Burton
Ada Township Clerk**

RS/kj