

**ADA TOWNSHIP BOARD MEETING
MINUTES
JUNE 8, 2009**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Treasurer Rhoades, Clerk Burton, Trustees: Sytsma, Westra, and Smith. Also present: Planning Director Ferro, Park Director Fitzpatrick, Recording Secretary Johnson and twelve community members. Members absent: Trustee Proos.

APPROVAL OF AGENDA

Motion to approve agenda as presented. **Moved by Rhoades, supported by Sytsma. Yes – 6, No – 0; Motion carried.**

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA:

Approval of Minutes

May 26, 2009, Regular Board Meeting

Receive and File Various Reports/Communications

1. MTA Legislative Update Fax - 5/15/2009, 5/22/2009; 2. Investment Report - 01/2009, 02/2009, 03/2009. **Moved by Westra, supported by Rhoades, to approve the Minutes and accept the reports and communications under the Consent Agenda. Yes – 6, No – 0; Motion carried.**

APPROVAL OF WARRANTS AND RECEIPTS

Treasurer Rhoades presented Warrants and Receipts in the following amounts: Hand Checks: #101 \$3,795.00; #205 \$30,960.82; #590 \$207.23; #591 \$149.41; #592 \$70.98; Total All Hand Checks \$35,183.44. Warrants: #101 \$16,035.53; #205 \$2,749.10; #208 \$7,286.79; #590 \$5,285.84; #591 \$8,237.75; #592 \$232.62; Total Warrants \$39,827.63. Total All Checks and Warrants \$75,011.07. **Moved by Sytsma, supported by Rhoades, to approve the Warrant Report for June 8, 2009, in the amount of \$75,011.07.** Trustee Westra asked if the umpire fees cited in Line Item 21 were fully and directly offset by revenue from the team fees; Mr. McCormick confirmed that was the case. Regarding Line Item 34, Trustee Westra questioned if the amount paid for Employment Legal Services to do a comprehensive Employee Manual update and review was excessive for this service and if there may have been more cost-effective alternatives. Supervisor Haga explained the depth of the work involved in this Line Item and noted this Item had previously been approved by the Ada Township Board. **Roll Call: Yes - Smith, Burton, Sytsma, Rhoades, Westra, Haga. No - 0. Absent – Proos. Motion carried.**

FINAL RETAINAGE PAYMENT, ADA TOWNSHIP TRAIL PHASE 1, CONTRACT 2: CL TRUCKING & EXCAVATING

Moved by Westra, supported by Rhoades, to approve final retainage payment for Ada Township Trail Phase 1, Contract 2 to CL Trucking & Excavating in the amount of \$5,000.00. Roll Call: Yes -Rhodes, Smith, Sytsma, Westra, Burton, Haga. No - 0. Absent – Proos. Motion carried.

PUBLIC COMMENT

Donald Marsh, 626 Spaulding, expressed deep concern about the long-term, ongoing problem with junk items and inoperable, unlicensed vehicles on local property. He strongly urged the Board to take action quickly on the adoption of a universal property maintenance code to address the issue.

BOARD COMMENT

Trustee Westra suggested addressing the property maintenance issue through a piecemeal approach. Until such time as the Board is able to prepare and approve a comprehensive property maintenance code, it may be advisable to update the appropriate ordinances to address specific elements, such as the storage of excess tires outside a garage or shed.

Trustee Westra also asked for an update on the Fourth of July activities.

Trustee Smith inquired into the current status of the proposed property maintenance code. Planning Director Jim Ferro indicated that the Board chose not to take action on the property maintenance code and the zoning rule amendment regarding related issues. As he understood, this was in anticipation that the Board intended to have a future work session to address these matters. Supervisor Haga indicated he would schedule the work session.

Clerk Burton reported the *Ada View* would be mailed out approximately June 22nd. The date is slightly early to allow plenty of advance notice of the upcoming July 4th activities.

Supervisor Haga indicated the fireworks are scheduled for the Gilmore property and the Sheriff's Department will be handling the traffic issues. Signs will be posted to announce the fireworks; details will also be provided in the *Ada View*. He also noted there will be music, crafts, food, and other activities in the greenspace for children, teens, etc.

Clerk Burton reminded everyone volunteers are still needed and there is still space left in the parade for entries. She also said volunteers are needed for the Farmers' Market, which commences on July 7th.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

RESOLUTION R-060809-1, RESOLUTION FOR CHARITABLE GAMING LICENSE

Ronald Robb, 301 Spring Green Drive SE, President and Executive Director of My Team Triumph Inc., presented the resolution. My Team Triumph is an athletic ride-along program created for children, teens, adults, and veterans who are disabled and would not be otherwise able to participate in the targeted events, such as triathlons or road races. A road bike has been donated by Village Bike Shop to raffle off as a fundraiser at the Tri Del Sol triathlon in which My Team Triumph is participating on July 18th. The charity has been pursuing the necessary gaming license to raffle off the bike; Ada Township approval of the resolution is required because the organization is based in Ada.

Moved by Westra, supported by Sytsma, to adopt Resolution R-060809-1, which is a resolution for a charitable gaming license. Roll Call: Yes – Sytsma, Westra, Rhoades, Smith, Burton, Haga. No – 0. Absent – Proos. Resolution is adopted.

TOWNSHIP FERTILIZATION PROGRAM

Park Director Mark Fitzpatrick outlined the program. He stressed the Township fertilization program is designed to address safety needs and public interest and to balance economic and environmental issues. The proposal was written as a DRAFT, but the intention was to incorporate changes as needed and move quickly to put the proposal out to bid. All treatments are phosphate-free and preference would be given to organic products where possible. In addition to the fertilizer, the spring treatment would include crabgrass preventer, the summer treatment would include an herbicide for grubs and insect larvae, and the fall treatment would include a broad-leaf herbicide. The treatments would be tailored to the various properties based on factors such as degree and type of use, irrigation, etc. Total square footage was not included in the proposal; the intent was to necessitate the vendors visiting the sites to measure to provide the footage for their bids. He concluded by stating this plan is modeled on what several other communities are doing successfully in the greater Grand Rapids area.

Moved by Sytsma, supported by Rhoades, to approve the recommendation for the township fertilization program as presented in the memorandum of June 1, 2009. YES – 6, NO – 0; Motion carried.

BS&A.NET APPLICATIONS

Supervisor Haga stated this updated version of the BS&A.net products has been recommended by the BS&A representative. Ada Township currently uses this product for accounting and assessing and it has been successful. This upgrade has already been included in the budget. **Moved by Westra, supported by Sytsma, to approve the upgrade of current software infrastructure to the BS&A.net programs in the amount of \$29,100.00.** Supervisor Haga noted the software itself is anticipated to be paid over a two-year period per the agreement. Trustee Westra said this series of software allows for easy publication of information to a website or other public destination. This upgrade includes a job-costing module and the training already included in the Township budget can also cover the job costing function. **Moved by Westra to amend the motion so that by the end of the first quarter following implementation of the software, job costing would be implemented for all projects within the Township. Support by Sytsma. Yes – 6, No – 0; Amendment to the motion carried. Yes – 6, No – 0; Motion as amended carried.**

PUBLIC PARKING AGREEMENT – ADA COMMUNITY REFORMED CHURCH

FARMERS' MARKET AGREEMENT – ADA COMMUNITY REFORMED CHURCH

Supervisor Haga noted this pair of inter-related agreements had already been approved by the Ada Township Downtown Development Authority (DDA); the Township would become a joiner on the agreements, if approved.

Bob Kullgren, Chair of the DDA, addressed the Board. The first agreement is a public parking agreement that would provide approximately 80 parking spaces in the community for the next three years at very minimal cost. The second agreement allows for the use of the same lot for the Farmers' Market on eleven Tuesdays during the summer. **Moved by Westra, supported by Sytsma, to approve the Public Parking agreement with Ada Community Reformed Church as brokered by the Downtown Development Authority. Yes – 6, No – 0; Motion carried.** The Board commented enthusiastically on the agreements and commended the DDA for their work in this matter. **Moved by Westra, supported by Burton, to approve the**

Farmers' Market Agreement with Ada Community Reformed Church as brokered by the Downtown Development Authority.

Frank Hoover, 700 Marbury, queried if the church would be open for restroom facilities, water for vendors, etc. Supervisor Haga clarified that the agreement did not include access to the facilities in that way; the issue of restrooms for the Farmers' Market is under discussion.

Yes – 6, No – 0; Motion carried.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

David Fields, 6526 Ada Drive noted that Brian Sikkema was incorrectly cited as Brian Sycamore in the Minutes of May 26th. He asked for an update on the appointments to the Planning Commission. Supervisor Haga indicated those appointments would be discussed at the second meeting in June. Mr. Fields asked which members made up the Administrative Committee. Supervisor Haga said it consisted of himself, Clerk Burton, and Treasurer Rhoades. That committee serves to address the general administration of staff and internal business operations. Mr. Fields concluded by indicating he felt a response was needed to the latest email from Robert Stead addressing the helicopter takeoff and landing issue; he recommended the helicopter traffic be grounded until a public vote.

ADJOURNMENT

The meeting was adjourned at 8:49 p.m.

Respectfully submitted,

**Susan Burton
Ada Township Clerk**

RS/ba