

**ADA TOWNSHIP BOARD MEETING
MINUTES
SEPTEMBER 25, 2006**

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: Recording Secretary Smith and six community members.

APPROVAL OF AGENDA

Moved by Sytsma, supported by Pratt, to approve the agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA:

Approval of Minutes

September 11, 2005, Regular Board Meeting

Receive and File Various Reports

1. Building Permit Comparison Report - 9/6/06; 2. Proposed Trail Information Report.

Receive and File Various Communications

1. VanHekken - Park Program - 8/29/06; 2. Kent County Road Commission - Long Range Plan for Kent County Primary Roads - 9/6/06; 3. Ada Historical Society Minutes - 8/12/06.

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 \$1,332.72; #205 \$304.61; #208 \$305.41; #590 \$154.88; #591 \$370.80; #592 \$23.67. Total Hand Checks \$2,492.09. Warrants: #101 \$23,147.34; #205 \$26,843.76; #208 \$1,735.59; #590 \$4,734.67; #591 \$12,488.74; #592 \$3,484.24. Total Warrants \$72,434.34. Total Checks and Warrants \$74,926.43.

Moved by Proos, supported by Westra, to approve the Warrant Report of September 25, 2006, in the amount of \$74,926.43. Trustee Westra asked about the expense to Grand Rapids Press for FEMA funding, hearing, ads. Supervisor Haga responded that it was required for the FEMA grant application for which the township had applied. **Roll Call: Yes - Damstra, Proos, Pratt, Haga, Ensing Millhuff, Westra, Sytsma. No - 0. Absent - 0. Motion carried.**

PUBLIC COMMENT

Drew Clouse, Grand Rapids Community College student, explained he was taking a current state and local politics class and that he had chosen Ada Township to cover. He stated he would be writing a series of articles regarding the township board throughout the semester.

BOARD COMMENT

Trustee Damstra stated he appreciated building permit comparison between 2005 and 2006 and noting had a significant rise in 2006 also requested an update on the master plan. Trustee Damstra added the Roselle Park plans were very well-thought-out and the park land was a beautiful piece of property and suggested the township coordinate with Forest Hills Public Schools as well as Calvin College, Aquinas College and Grand Valley University to see if there could be coordination with developing the property. Trustee Damstra also referred to the Kent County Road Commission's report and stated he felt there were more urgent projects than the reconstruction of Pettis Avenue.

Trustee Proos agreed with Trustee Damstra's comments regarding Roselle Park. He inquired whether the trail location maps could be posted or publicized for residents. Supervisor Haga stated it would be posted on the township's web-site.

Trustee Sytsma stated the Open Space Advisory board had done a very good job creating a native species inventory. The FQI (Floristic Quality Index) was one of the top in the State. She also stated students from Aquinas and Calvin had participated in the planning of Roselle Park and it was being used as a teaching area.

Trustee Westra stated an e-newsletter had gone out to approximately 450 community residents regarding the upcoming charrette, and more would be going out soon.

Clerk Ensing Millhuff distributed additional copies of the long-range strategic plan for the Road Commission, stating Ada could give input but ultimately the Road Commission was its own entity and would make the decisions; adding Pettis is a primary road and therefore is funded 100% by the County. Clerk Millhuff stated she agreed with the issue student involvement, adding the Roselle Park steering committee had incorporated students from Calvin College, GVSU, GRCC and Aquinas to participate in native species studies in some of the sensitive areas at Roselle Park, agreeing involving Forest Hills students as well as college and university students is beneficial to everyone.

Supervisor Haga explained due to a utility seminar he had missed the annual Road Commission meeting but there is a second opportunity to give suggestions and asked that all suggestions be sent to him in writing to add to the existing list.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

MOTION TO ACCEPT AND RECEIVE FY 05/06 AUDIT REPORT

Township Auditor, Dan Veldhuizen from Siegfried Crandall expressed appreciation to the township board for appointing his firm and to the township staff and administrative officials for their help in conducting the audit, which was finished in May. The audit covered three main areas, the Auditor's Report, Financial Statements, and Condition of the Township, and included a few minor recommendations primarily for the Utility Department. The Auditor's Report provides reasonable assurance the financial statements are free of financial mis-statements and/or fraud stating the financial condition of the Township is very healthy. The recommendations were not significant enough to require a formal management letter, but included a monthly reconciliation of sewer and water receivables, continuing to evaluate the rate structure for water and sewer funds, separation of funds related to the two different parks millages, and making more efficient use of technology.

Trustee Sytsma asked for clarification on the division of the open space millage.

Trustee Damstra asked how much the audit cost and asked for clarification on the fund balances and about the possibility of insuring against large losses.

Trustee Westra asked Supervisor Haga if there was a tool to track assets and their anticipated maintenance. Supervisor Haga responded the asset identification process was done through BS&A but that a maintenance schedule was not included.

Trustee Proos commented on the positive changes the Treasurer has made in the investments.

Clerk Ensing Millhuff, on behalf of the Administrators, expressed appreciation for the staff involved.

Moved by Westra, supported by Sytsma, to accept and receive the 05-06 audit report. Motion carried.

BOARDS AND COMMISSIONS APPOINTMENTS

Supervisor Haga explained his recommendations for reappointments to the Planning Commission, Zoning Board of Appeals and Open Space Preservation Advisory Board. **Moved by Pratt, supported by Sytsma, to confirm the appointments as recommended by the Supervisor.**

Trustee Westra suggested an effort be made to have an adjunct member position created for the Planning Commission and to seek a member of the Forest Hills School District as one of those adjunct members and that a candidate from the Planning Commission seek out an adjunct position with the school district. He also expressed concern for the appointment of any committee members/commission without any e-mail address or web access.

Trustee Sytsma disagreed with the issue of adjunct member from the school district because the Township has no jurisdiction over the schools. She also stated that Mr. Hoeks is one of the brightest, most connected people on the Planning Commission and that it was insulting to ask to remove him.

Clerk Ensing Millhuff stated she, the Supervisor and Treasurer met and had a productive meeting with the new Superintendent of Forest Hills Schools and one of the discussion items was holding an annual meeting with the Township Board, School District, and surrounding community. She also stated Planning Commissioner Hoeks was not the only person without electronic mail and communication was not a problem.

Supervisor Haga stated it was the responsibility of the Supervisor to make recommendations for appropriate persons to serve on committees and Mr. Hoeks had performed his job as Planning Commissioner effectively and responsibly. He stood by his recommendation.

Trustee Damstra asked for clarification regarding term limits.

Motion carried.

RESOLUTION 4-092506-1 - RESOLUTION TO MODIFY THE MORATORIUM ON PROCESSING APPROVAL APPLICATION IN ADA TOWNSHIP

Planning Director Ferro explained that in June the Township Board had adopted a resolution establishing a moratorium on approval of zoning applications through February, 2007. That moratorium applies to applications for wireless communications towers as well. An application had recently been submitted to construct a new wireless tower at Grand River Drive near the west end of the Alticor complex. Because there had been a previous moratorium on cell towers in 2005 to permit the township to conduct a study of wireless needs, there was one application that had been pending since its submission in August, 2004. There was question now as to whether the public was being served by applying the recent moratorium to wireless towers. Since the wireless study was completed, it was also a question whether the continued moratorium was necessary.

Moved by Westra, supported by Ensing Millhuff, to adopt Resolution R-092506-1.

Trustee Westra asked for clarification on the location and how that would apply to the village area and the charrette process.

Trustee Proos was concerned with trying to change the rules in response to the first application.

Clerk Ensing Millhuff stated that the issue could be incorporated into the update of the master plan.

Trustee Damstra thought it would be short-sighted to start something now with only four to five month left in the moratorium and felt the master plan should be in place before making any decisions.

Roll Call: Yes - 0. No - Westra, Proos, Sytsma, Pratt, Ensing Millhuff, Haga, Damstra. Absent - 0. Resolution not adopted.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Supervisor Haga noted the township engineer was present in anticipation of questions regarding the trail map.

ADJOURNMENT

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

Respectfully submitted,

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

RS: JS