

**ADA TOWNSHIP BOARD MEETING
MINUTES
NOVEMBER 23, 2009**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee Westra, Trustee Smith, Trustee Sytsma, Trustee Proos. Also present: Planning Director Ferro, Recording Secretary Johnson and eight community members. Members absent: none.

APPROVAL OF AGENDA

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

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA:

Approval of Minutes

November 9, 2009, Regular Board Meeting

Receive and File Various Reports/Communications

1. Fire Call Reports - 10/2009; 2. Building Permit Report - 10/2009; 3. Supervisor Report - 11/2009; 4. Zoning Board of Appeals Minutes - 10/6/2009, 10/20/2009; 5. Open Space Preservation Advisory Board Minutes - 10/8/2009; 6. Consumers Rate Case - 11/10/2009; 7. Ada Township DDA Minutes - 10/5/2009; 8. REGIS Help Desk Report - FY 08/2009; 9. MTA Legislative Update - 10/30/2009, 11/6/2009; 10. Ada Township - Millhuff - 11/30/2009; 11. Moore & Bruggink Phase III Non-Motorized Trail Update - 11/20/2009; 12. Kadow - Property Maintenance Ordinance - 11/20/2009; 13. Parks & Recreation FY 09/10 Program Update - 11/18/2009. **Moved by Westra, supported by Rhoades, to approve the Minutes and accept the reports and communications under the Consent Agenda.**

Trustee Westra requested clarification on the Fire Call Report, which cited all calls as "FIRE" in the "TYPE" column, but then indicated EMS, power line down, etc. in the actual call description. Fire Lieutenant Dave Murray, who generates the report and represented the Fire Department at the Ada Township Board meeting, indicated the "TYPE" column may be automatically generated as "FIRE" due to the software used. Trustee Westra suggested there might be a default setting in the software, which may need to be updated for non-fire calls. Supervisor Haga said this would be verified, but noted the annual report includes the correct breakdown.

Trustee Westra asked Supervisor Haga for the bottom line in the Consumers Energy base rate case. Supervisor Haga indicated the case had been settled and it is in the process of working out the reimbursements. The primary effect will be on the larger users such as Grand Rapids. Ada Township won't be affected this year, but there will be minimal impact after the refunds have been disbursed.

Trustee Westra inquired if the Ada Township Capital Improvements Plan would be posted to the website; Planning Director Jim Ferro indicated it was already on the website and there was a news alert directing visitors to the Plan. Trustee Westra suggested linking the Plan to the discussion forum as well. Trustee Proos commended the hard work that went into the Capital Improvements Plan, but cautioned that careful attention be paid going forward as to the condition of world and local affairs so changes in funding and the tax base don't catch Ada Township unprepared. He also reminded the Board of the critical need for maintaining adequate fund balances, even in light of capital improvements. Trustee Smith noted the annual review and recertification of the Capital Improvements Plan will serve as a regular opportunity to monitor these issues. In addition, Supervisor Haga agreed with Trustee Proos that individual items are examined as they come due.

Trustee Westra noted the Minutes for the Ada Township DDA (Downtown Development Authority) included a comment that a coordinated event calendar should be developed for the Township, the DDA, and the ABA (Ada Business Association). As this idea had been discussed during the requirements analysis of the Township website, Trustee Westra asked for an update on this matter. Clerk Burton responded a shared calendar had been part of the original conversation on the website, but it simply hasn't been created yet. Supervisor Haga underscored the purpose of the shared calendar would be to provide single-point access to community events and would not include business-focused events such as sales announcements.

Trustee Smith asked about the potential impact of the elimination of the State Assessors Board by Governor Granholm's Executive Order as summarized in the MTA Legislative Update of October 30, 2009. Supervisor Haga said the action would not affect Ada Township.

Yes - 7, No - 0; Motion carried.

APPROVAL OF WARRANTS AND RECEIPTS

Treasurer Rhoades presented Warrants and Receipts in the following amounts: Hand Checks: #101 \$30,237.45; #205 \$56.91; #208 \$1,988.45; #213 \$2,500.00; #591 \$121.10; Total All Hand Checks \$34,903.91. Warrants: #101 \$14,685.83; #205 \$48,410.13; #208 \$7,164.63; #213 \$750.00; #248 \$100.00; #249 \$405.00; #590 \$86,550.05; #591 \$116,054.98; #592 \$3,786.63; Total Warrants \$277,907.25. Total All Checks and Warrants \$312,811.16. Treasurer Rhoades also noted that there was an addendum to the Warrant Report in the amount of \$1,319.82, which brought the total to \$314,130.98. The addendum is for credit card charges, which require payment due by October 11th to avoid late fees. Therefore, the addendum had to be included in this Warrant Report in order to get Board approval and issue payment in a timely fashion. **Moved by Smith, supported by Westra, to approve the Warrant Report for November 23, 2009, in the total amount of \$314,130.98, which includes the addendum of \$1,319.82 for the credit card payment.** Clerk Burton responded to Trustee Westra's inquiry on Item #21 that the copier lease is a monthly payment. **Roll Call: Yes - Smith, Sytsma, Westra, Proos, Rhoades, Burton, Haga. No - 0. Absent - 0. Motion carried.**

PUBLIC COMMENT OTHER THAN AGENDA

There was no Public Comment.

BOARD COMMENT

Clerk Burton reminded the Board and audience of the upcoming Christmas festivities are scheduled to occur before the next Board meeting. The first annual lighting of the bridge is scheduled for December 3rd and the Christmas parade is scheduled for December 5th. Trustee Sytsma commented she expected the bridge lighting would be well attended and go very well.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

RESOLUTION R-112309-1, ANNUAL CHRISTMAS PARADE

Mr. Dave Murray, representing the Ada Business Association, presented the resolution to the Board. He indicated he has spoken with the Sheriff's Department about the minor glitch with the traffic last year (more cars allowed into the route last year); it appears to have been caused by new deputies confusing the Fourth of July parade route with the Christmas parade route. Maps and information have been distributed, so the issue should be corrected this year. **Moved by Smith, supported by Rhoades, to adopt Resolution R-112309-1, for the annual Christmas Parade.** Supervisor Haga noted the certificate of insurance is on file and everything is in order. **Roll Call: Yes – Proos, Rhoades, Sytsma, Burton, Westra, Smith, Haga. No – 0. Absent – 0. Resolution is adopted.**

PROPERTY DIVISION MORATORIUM EXCEPTION REQUEST - HILLIKER PROPERTY - 2741 EGYPT VALLEY AVE

Supervisor Haga requested Planning Director Jim Ferro to present the moratorium exception request to the Board. Planning Director Ferro noted Ms. Hilliker was unable to be present at this meeting. He suggested postponing action until she could be present to provide information and respond to questions. Planning Director Ferro also clarified he did not believe he had advised Ms. Hilliker during the course of their interactions, but had simply provided information on Township policies, procedures, and status on proposed zoning changes, etc. **Moved by Westra, supported by Proos, to postpone action on the property division moratorium exception request on the Hilliker property at 2741 Egypt Valley Avenue until Ms. Hilliker can be present to answer questions and provide information.** Trustee Proos noted the original purpose of the moratorium was to allow wise consideration during the zoning amendment process. However, since the institution of the moratorium, there have been regular and frequent requests for exception. He urged the Board to consider if the zoning amendment revision process should be expedited, or alternatively, if the Board should abolish the moratorium. Planning Director Ferro indicated the Planning Commission met recently, but has not yet taken action. Another special work session was scheduled for 3:00pm on Tuesday, December 1st to examine possible modifications to the original proposal. Everything appears to be on track to make a recommendation to the Township Board in January, in line with the original schedule to have decisions finalized in February 2010. Treasurer Rhoades noted although the moratorium was designed to prevent large parcel division during the zoning change deliberation period and there have been several exemption requests, the actual property market is very slow at this time, so very few of the exceptions will have a finalized sale by the time the moratorium expires. Supervisor Haga clarified for the Board any approved exemptions which do not have a final sale by the time the zoning amendments are approved would be effectively void at that time and would be regulated by the amended zoning amendments. **Yes - 7, No - 0; Motion as carried.**

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

There was no additional Public Comment.

ADJOURNMENT

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

**Susan Burton
Ada Township Clerk**

RS/kj