

**ADA TOWNSHIP BOARD MEETING
MINUTES
JANUARY 25, 2016**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Smith, Treasurer Rhoades, Trustee LeBlanc, Trustee Proos, and Trustee Jacobs. Members absent: Trustee Hurwitz. Also present: Planning Director Jim Ferro, Assessor Debbie Rashid, and approximately 11 community members.

APPROVAL OF AGENDA

Moved by LeBlanc, supported by Proos, to approve the Agenda as amended. Motion carried.

PUBLIC HEARING

Moved by LeBlanc, supported by Jacobs, to open the public hearing regarding Community Development Block Grant (CDBG) Block Grant Funds. Motion carried. Supervisor Haga explained that there is \$6,287 available for limited use. In the past, the township has used these funds for transportation for seniors and/or disabled persons. There was no public comment. **Moved by Proos, supported by Smith, to close public hearing. Motion carried.**

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

January 11, 2016, Regular Board Meeting

Receive and File Various Reports/Communications: 1. Fire Department Activity Report - 12/15; 2. Open Space Preservation Board Minutes - 11/12/15 and 12/10/15; 3. Park Director Report - 1/8/16; 4. Ada Historical Society Minutes - 12/10/15; 5. Hope Network Transit Report - 12/15; Building Permit Summary 2014 and 2015; Memorandum for Public Parking - 1/11/16; 8. Report on Fundraising for Roselle Park Building. **Moved by Proos, supported by LeBlanc, to approve the Reports and Communications under the Consent Agenda. Motion carried.**

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Rhoades reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$16,706.42; #205 \$211.60; #208 \$277,015.76; Total all Hand Checks: \$293,933.78; Warrants: #101 \$43,478.90; #205 \$8,821.16; #208 \$6,066.09; #211 \$879.48; #248 \$6,163.42; #590 \$13,699.01; #591 \$29,572.80; #592 \$3,378.51. Total Warrants: \$112,059.37. Total All Checks and Warrants: \$405,993.15. **Moved by LeBlanc, supported by Jacobs, to approve the Warrant Report for January 25, 2016, in the total amount of \$405,993.15. Roll Call: Yes - LeBlanc, Proos, Jacobs, Rhoades, Smith, and Haga; No - 0; Absent - Hurwitz. Motion carried.**

PAY APPLICATION #1, FIRE STATION 2 EXTERIOR SIDING PROJECT

Joe Grochowalski, from Omega Architects, explained that the work at Fire Station 2 is approximately 80% complete and should be finished within the next two weeks. **Moved by Jacobs, supported by Rhoades, to approve Pay Application #1 for the Fire Station 2 Exterior Siding Project, payable to All Weather Seal of West Michigan, in the amount of \$20,000. Roll Call: Yes - Proos, LeBlanc, Jacobs, Smith, Rhoades, Haga; No - 0; Absent - Hurwitz. Motion carried.**

PUBLIC COMMENT

Katherine Henry, candidate for State Representative, introduced herself again (she was here late last year) as candidate for the 86th District in the House of Representatives.

BOARD COMMENT

Pete Lasdon, from Progressive A &E, presented options for the public amenities that have been presented to the public and input received.

Planning Director Jim Ferro presented results of the Preliminary Parking Study. There was discussion among the board regarding shared/business parking, DDA, employees, incentivizing parking away from the most popular spots, etc.

Clerk Smith stated she and Supervisor Haga had attended the MTA Conference the previous week, and she gleaned good information from the workshops. Next year's conference will be moved to April and will be held in Lansing. Clerk Smith also stated the filing deadline for township offices is moved up to April 19 this year. Candidate packets are available in the Clerk's Office.

Trustee LeBlanc praised the Fire Department regarding the story of helping the family who had lost everything in a fire. Trustee LeBlanc stated that our AV system has never worked well and that we need to have it retooled, and he reiterated his previous request that we hold an event to honor the volunteers in our township. Supervisor Haga stated he is putting money in the budget to hold such an event.

Supervisor Haga distributed copies of the MTA Policy Platform that had been adopted at the annual meeting.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

RESOLUTION R-012516-1 - TO ACQUIRE AND CONSTRUCT ENVISION ADA CAPITAL IMPROVEMENTS AND TO PUBLISH NOTICE OF INTENT TO ISSUE CAPITAL IMPROVEMENT BONDS

Moved by Proos, supported by LeBlanc, to postpone action on R-012516-1 to the February 8, 2016, board meeting.

RESOLUTION R-012516-2 - LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

Steve Nixon, from KCCL Orange Crushers explained their intent was to only hold one event this year and that it would be for their members. **Moved by LeBlanc, supported by Jacobs, to approve R-012516-2, which is a Local Governing Body Resolution for Charitable Gaming Licenses. Roll Call: Yes - Jacobs, LeBlanc, Proos, Rhoades, Smith, Haga. No - 0. Absent - Hurwitz. Resolution adopted.**

RESOLUTION R-012516-3 - TOWNSHIP RESOLUTION APPROVING PDR APPLICATION

Planning Director Ferro explained the PDR process and request from Ada resident Patrick Farrell. **Moved by Proos, supported by Jacobs, to adopt R-012516-3, which is a Township Resolution Approving PDR Application. Roll Call: Yes - Jacobs, Proos, LeBlanc, Smith, Rhoades, Haga. No - 0. Absent - Hurwitz. Resolution adopted.**

RESOLUTION R-012516-4 - RESOLUTION AUTHORIZING THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM KENT COUNTY

Moved by Proos, supported by Smith, to adopt Resolution R-012516-4, which is a Resolution Authorizing the use of Community Development Block Grant funds from Kent County. Roll Call: Yes - LeBlanc, Proos, Jacobs, Rhoades, Smith, Haga. No - 0. Absent - Hurwitz. Resolution adopted.

REQUEST TO RESCIND ADA TOWNSHIP POLICY 2016-1 - POLICY AND PROCEDURE FOR PUBLIC INSPECTION AND COPYING OF PUBLIC RECORDS IN LIEU OF CUSTOMARY BUSINESS HOURS

Supervisor Haga explained that the policy was not needed due to the township's being open full time, from 8 a.m. to 5 p.m. **Moved by Smith, supported by Rhoades, to rescind Policy 2016-1, which is a Policy and Procedure for Public Inspection and Copying of Public Records in Lieu of Customary Business Hours. Motion carried.**

PETITION OF ADA TOWNSHIP TREASURER TO STRIKE PERSONAL PROPERTY FROM TAX ROLLS

Treasurer Rhoades presented the request to strike personal property due to non-payment. **Moved by LeBlanc, supported by Jacobs, to approve the Petition of Ada Township Treasurer to strike personal property from tax rolls. Moved by LeBlanc, supported by Jacobs, to amend the motion to include authorizing the Supervisor to sign the Waiver and Consent. Motion to amend carried. Main motion, as amended, carried.**

POSTAGE METER LEASE RENEWAL

Clerk Smith presented the request for a five-year lease on a postage meter, with Pitney Bowes, at a cost of \$134.22 per month. **Moved by LeBlanc, supported by Jacobs, to approve the five-year lease with Pitney Bowes for a postage meter. Motion carried.**

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Jacqueline Smith
Ada Township Clerk

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