

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
DECEMBER 14, 2015**

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

**APPROVAL OF AGENDA**

Supervisor Haga added to the Agenda: Under Communications, 7. Parks & Recreation Directors Report; Under New Business, E. Resolution R-121415-1, Budget Preparation Schedule FY 2016-17.

**Moved by Jacobs, supported by Rhoades, to approve the Agenda as amended. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

Approval of Minutes

November 23, 2015 Regular Board Meeting, October 19, 2015 Special Board Meeting, November 30, 2015 Special Board Meeting.

Receive and File Various Reports/Communications

1. Fire Department Activity Report - 11/15; 2. Zoning Board of Appeals Minutes - 11/3/15; 3. Utility Advisory Board Minutes - 10/15/15; 4. Comcast Update - 11/19/15; 5. Roselle Park Progress Minutes - 12/1/15; 6. Hope Network Transportation Services - 11/15; 7. Parks & Recreation Directors Report - 11/13/15.

**Moved by LeBlanc, supported by Jacobs, to approve the Minutes and Accept the Reports and Communications under the Consent Agenda. Yes - 5; No - 0; Absent - 1. 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 \$16,316.32; #205 \$747.30; #208 \$2,083.58; #248 \$68.13; #590 \$3,419.25; #591 \$1,593.60; #592 \$487.37. Total Hand Checks: \$24,715.55. Warrants: #101 \$43,514.44; #205 \$27,294.56; #208 \$3,897.38; #211 \$56.63; #213 \$45.09; #248 \$3,907.70; #590 \$113,553.12; #591 \$103,215.80; #592 \$5,390.55. Total Warrants: \$300,875.27. Total All Checks and Warrants: \$325,590.82.

**Moved by LeBlanc, supported by Jacobs, to approve the Warrant Report of December 14, 2015 in the total amount of \$325,590.82. Roll Call: Yes - Jacobs, LeBlanc, Rhoades, Smith, and Haga; No - 0; Absent - Proos. Motion carried.**

**APPLICATION #4, ROSELLE PARK RESOURCE BUILDING**

Ken Dixon, Dixon Architecture, stated there should be complete enclosure of the building by the end of this week, but that they are about two to three weeks behind schedule. He recommended payment of Application #4.

**Motion by Jacobs, supported by Rhoades, to approve Pay Application #4 for the Roselle Park Resource Building, payable to TerHorst & Rinzema Construction, in the amount of \$81,220.25. Roll Call: Yes - Jacobs, LeBlanc, Rhoades, Smith, and Haga; No - 0; Absent - Proos. Motion carried.**

**PUBLIC COMMENT**

Thomas Albert, from Grattan Township, introduced himself as a candidate running for State Representative. He then listed his credentials, and noted his website is votealbert.com.

**BOARD COMMENT**

Trustee LeBlanc asked about the Board of Appeals meeting minutes that listed only three members. Jim Ferro stated the Township clerk had just left, and one long time member submitted his resignation; however, those vacancies have since been filled.

Supervisor Haga noted the open house on December 16<sup>th</sup> regarding the Village Public Amenities Study. He stated that feedback from the community is desired regarding the alternative plans for the green space sites, including the Thornapple River corridor, and the future civic space on the north side of the new Headley Street.

## UNFINISHED BUSINESS

None.

## NEW BUSINESS

### TOWNSHIP TRUSTEE APPOINTMENT

Supervisor Haga stated we held interviews on November 30<sup>th</sup> with three of the candidates for the Trustee position. Following the interviews, the Board selected two of the candidates to be placed on the agenda for appointment to the vacant Trustee position: Angela Butterfield and Daniel Hurwitz.

**Moved by Smith, supported by LeBlanc, to appoint Daniel Hurwitz to the position of the vacant Trustee position. Roll Call: Yes - Jacobs, LeBlanc, Rhoades, Smith, and Haga; No - 0; Absent - Proos. Motion carried.**

### ENVISION ADA ENGINEERING SERVICE - ADA DRIVE

Jim Ferro, Planning Director, stated we have a proposal from Moore & Bruggink to complete design and construction services for re-construction of Ada Drive between Headley Street and Fulton Street. He stated this is an important component of the Envision Ada redevelopment plan for the village, which is intended to elevate the remaining portion of Ada Drive out of the flood plain. The total cost of services is \$34,500, with \$140,000 being expended in the current fiscal year, and the remaining \$208,500 budgeted for expenditure in FY 2016-17; funding will be shared by the General Fund of \$198,645, and the DDA Fund of \$149,855, for a total of \$348,500. He stated the engineering fees may possibly be reimbursed from the capital improvements bond proceeds.

**Moved by LeBlanc, supported by Jacobs, to postpone action on the Moore & Bruggink services proposal for Ada Drive re-construction until the January Board meeting. Roll Call: Yes - Jacobs, LeBlanc, Rhoades, Smith, and Haga; No - 0; Absent - Proos. Motion carried.**

### DEVELOPMENT OF TOWNSHIP ORDINANCES CONCERNING OIL AND NATURAL GAS; DEVELOPMENT AND CONSULTING SERVICES FROM FLOW, FOR LOVE OF WATER

Jim Ferro stated at the October 26<sup>th</sup> Township Board meeting the Kent County Water Conservation and West Michigan Environmental Action Council requested the Township engage FLOW (For Love of Water) to assist in developing a package of ordinances to address activities associated with oil and gas development and production. FLOW would provide services such as an ordinance development package that can be used by the Planning Commission and Township Board in enacting zoning ordinance amendments.

Supervisor Haga stated he received an email from FLOW stating the amount of the grant would be \$7,000, and it would include travel expenses and costs.

**Moved by Jacobs, supported by Smith, to approve utilizing the FLOW grant funding to assist the Township in developing ordinance documents with respect to oil and gas development and production. Roll Call: Yes - Jacobs, LeBlanc, Rhoades, Smith, and Haga; No - 0; Absent - Proos. Motion carried.**

### HEADLEY RIGHT OF WAY ABANDONMENT AND RELATED PROPERTY TRANSFERS

Jim Ferro stated that finalization was scheduled to take place on abandoning the existing Headley Street right-of-way with a quit claim deed transferring ownership to the adjacent property owners to the south. He stated the request is for the Township Supervisor to have authorization to sign the quit claim deeds for each of the seven property owners.

**Moved by LeBlanc, supported by Jacobs, to approve authorization for the Township Supervisor to sign the quit claim deeds for each of the seven property owners for the Headley Right of Way Abandonment and Related Property Transfers as presented by Planning Director Jim Ferro. Yes - 5; No - 0; Absent - Proos. Motion carried.**

### RESOLUTION R-121415-1, BUDGET PREPARATION SCHEDULE FOR FY 2016-17

**Moved by Rhoades, supported by Smith, to approve Resolution R-121415-1, for the Budget Preparation Schedule for FY 2016-17. Roll Call: Yes - Jacobs, LeBlanc, Rhoades, Smith, and Haga; No - 0; Absent - Proos. Motion carried.**

## OPPORTUNITY FOR PUBLIC COMMENT

None.

**ADJOURNMENT**

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

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Jacqueline Smith  
Ada Township Clerk

JS/dr