

**ADA TOWNSHIP BOARD MEETING
MINUTES
MARCH 11, 2013**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee Proos, Trustee Jacobs, Trustee Smith, and Trustee LeBlanc. Also present: Planning Director Jim Ferro, Fire Chief Jim DuVall, Deputy Ryan Roe, Recording Secretary Dorothy Renegar, and 6 community members.

APPROVAL OF AGENDA

Motion by Rhoades, supported by Smith, to approve the Agenda as presented. Yes – 7; No – 0; Absent – 0. Motion carried.

**PUBLIC HEARING MEETING-PROPOSED BUDGET FOR FISCAL
YEAR BEGINNING APRIL 1, 2013 THROUGH MARCH 31, 2014**

Request for a motion to proceed into the Public Hearing.

Motion by Proos, supported by Jacobs, to proceed into the Public Hearing. Yes – 7; No – 0; Absent – 0. Motion carried.

Supervisor Haga stated the Budget is generally in good shape, and then proceeded to give a summary of the Budget.

Planning Director Jim Ferro presented the Capital Improvements Plan for 2013-2019, stating this is the third year the Township has prepared the plan which has been beneficial as a planning tool. He gave an overview of the Township's financial condition, and reviewed financial trends in three areas: 1. a return to growth in tax base; 2. a big boost in the General Fund due to State revenue sharing; and 3. growth trends. Ferro went through the major projects planned for each of the funds.

There was no public comment. Request for a motion to close the Public Hearing.

Motion by Smith, supported by LeBlanc, to close the Public Hearing. Yes – 7; No – 0; Absent – 0. Motion carried.

Supervisor Haga stated Treasurer Rhoades is developing a fund balance policy for the Board to review.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

February 25, 2013 Regular Board Meeting

Receive and File Various Reports/Communications

1. Gerald R Ford International Airport-Storm water/Deicing Improvements Update; 2. Utility Advisory Board Minutes-1/17/13; 3. Regis Board Minutes-11/28/12; 4. MTA Legislative Update Fax-2/22/13, 3/1/13; 5. Hydraulic Fracturing Informational Meeting Notice.

Motion by Jacobs, supported by Rhoades, to approve the Minutes, Reports and Communications under the Consent Agenda. Yes – 7; No – 0; Absent – 0. Motion carried.

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Rhoades reported receipts in the following amounts: Hand Checks: #101 \$10,201.54; #205 \$130.99; #208 \$492.88; #590 \$3,464.32; #591 \$1,526.29; #592 \$465.59; Total all Hand Checks: \$16,281.61; Warrants: #101 \$11,336.11; #205 \$1,957.40; #208 \$1,882.90; #211 \$216.12; #590 \$596.34; #591 \$220.75; #592 \$2,391.04; Total Warrants: \$18,772.75. Total All Checks and Warrants: \$35,054.36.

Moved by LeBlanc, supported by Smith, to approve the Warrant Report for March 11, 2013, in the total amount of \$35,054.36. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Motion carried.

PAYMENT #4 – FULTON LIFT STATION PROJECT

Brian Hannon, Moore & Bruggink, stated this is the payment #4 application for \$33,372.90 for the Fulton Street Lift Station project. He stated at this point all three pumps are in place and running.

Moved by Proos, supported by LeBlanc, to approve Payment No. 4, Fulton Lift Station in the total amount of \$33,372.90, payable to Northwest Kent Mechanical Company. Roll Call: Yes – Smith, Jacobs, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Motion carried.

As requested at the previous meeting, Hannon gave a presentation of photographs showing the work that had been done on the project.

CHANGE ORDER 1-FULTON LIFT STATION PROJECT

Brian Hannon, Moore & Bruggink, stated this change order is for work needed to be performed on forcemain header piping spools, due to corrosion. He stated the cost for this construction is \$6,323.90.

Motion by Proos, supported by Rhoades, to approve Change Order #1-Fulton Lift Station Project, payable to Northwest Kent Mechanical in the amount of \$6,323.90. Yes – 7; No – 0; Absent – 0. Motion carried.

PUBLIC COMMENT

Sheriff Deputy Ryan Roe of the Community Policing Unit gave an activity report stating that the two Car Seat Safety Inspections were well attended; he will be checking the Neighborhood Watch program to be sure it is still working; have had several home invasions and apprehended about 8 people; and has been working with seniors, and gave a Power Point presentation most recently at Porter Hills, which was well attended.

BOARD COMMENT

Trustee Proos stated if the water tower is going to be painted two different colors it should **have been included in the initial bid. go out for bid.**

Trustee Jacobs reminded everyone of the Forest Hills Community Expo, sponsored by Ada and Forest Hills Business Associations, being held at Ada Christian School on Saturday, March 16th, from 9:00 a.m.-2:30 p.m.

Clerk Burton reminded everyone of the Lisa Posthumus Lyons “Informational Town Hall Meeting” on “Hydraulic Fracturing” being held on Monday, March 18, 6:30 P.M., at the Township offices. The Michigan Departments of Environmental Quality and Natural Resources will be present.

UNFINISHED BUSINESS

STAFF SALARY SCHEDULE FY 2013-14

Supervisor Haga stated this was originally postponed for clarification of a couple of items. The Personnel Committee now recommends adoption of the FY 2013/2014 Salary Proposal showing a 2% increase.

Motion by Proos, supported by Rhoades, to approve the recommended Staff Salary Schedule FY 2013/2014 as proposed showing a 2% increase. Yes – 7; No – 0; Absent – 0. Motion carried.

NEW BUSINESS

PAID ON CALL FIRE FIGHTERS

Fire Chief Jim DuVall stated the department has received three employment applications from Eric Smith, Anthony Holm, and Craig Baker, who are interested in working for the Fire Department. He stated that he and the Lieutenant interviewed all three of them and believes they will work out very well. He stated they currently have 21 and would like to have 25 firefighters.

Moved by Proos, supported by LeBlanc, to approve the appointment of three Paid On Call Fire Fighters as recommended by Fire Chief Jim DuVall. Yes – 7; No – 0; Absent – 0. Motion carried.

RESOLUTION R-031113-1, RESOLUTION TO ELIMINATE THE REFUNDS OF OVER PAYMENTS OF TAXES UNDER \$5.00.

Treasurer Rhoades stated per State statute he is to pay back any tax over-payment of \$0.01 or more, however it costs approximately \$6.63 per refund to send a check out. He asked to have refunds be limited to tax over-payment amounts over \$5.00.

Moved by Smith, supported by Burton, to approve Resolution R-031113-1, Resolution to Eliminate the Refunds of Over Payments of Taxes Under \$5.00.

After much discussion, the decision was to postpone till more research can be done on the matter.

Moved by Smith, supported by Jacobs, to postpone action on the Resolution until further investigation on the statutory language. Yes – 7; No – 0; Absent – 0. Motion carried.

EMPLOYEE POLICY CHANGES-MEDICAL BENEFITS

Supervisor Haga noted two changes that need to be made to the Medical Benefit Policy: 1. Waiver of Medical Benefits stipend, and 2) Medicare Reimbursement.

Motion by Rhoades, supported by LeBlanc, to approve the Employee Policy Changes-Medical Benefits as presented.

The Board discussed that the Waiver of Medical Benefits stipend and the Medicare Policy reimbursement were two separate issues that needed to be voted on separately. There was much discussion on whether a stipend should be given as a result of an employee waiving the township insurance benefit. The fact that the IRS prohibits anyone holding an H.S.A. insurance benefit from also being covered by a spouse's insurance was discussed.

Rhoades withdrew his original motion, LeBlanc withdraw his support of the original motion.

Motion by Rhoades, supported by Burton, to approve the Waiver of Medical Benefits as presented by the Personnel Committee. Yes – 2; No – 5; Absent – 0. Motion defeated.

Haga stated he would abstain from the vote on the Medicare Reimbursement as it would directly benefit him financially.

Motion by Proos, supported by Jacobs, to approve the Medicare Reimbursement as presented by the Personnel Committee. Yes – 6; No – 0; Abstain – 1; Absent – 0. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

Frank Hoover, 700 Marbury, stated the Township has spent a lot of money on the speaker system in the Assembly Hall, but it is still very difficult to hear some of the people talking.

ADJOURNMENT

The meeting was adjourned at 9:33 p.m.

Susan Burton, CMC
Ada Township Clerk

Date

RS/dr