

**ADA TOWNSHIP BOARD MEETING
MINUTES
JANUARY 24, 2011**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Treasurer Rhoades, Trustee Smith, Trustee Proos, Trustee Sytsma (arrived at 7:40), Clerk Burton and Supervisor Haga. Also present: Planning Director Jim Ferro, Recording Secretary Renegar, and 6 community members. Absent: Trustee Westra.

APPROVAL OF AGENDA

Moved by Proos, supported by Smith, to approve the Agenda. Yes – 5. No – 0. Absent – 2. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

January 10, 2011 Regular Board Meeting

Receive and File Various Reports/Communications

1. KCRC-3 Mile Road 12/30/10; 2. BSA Software 2010 Year End Statistics for Internet Services Usage 1/10/11; 3. Ada Township Board Committee Assignments 1/14/11; 4. Ada Township-Petition to KCRC for Redesignation of Bailey Drive to Natural Beauty Road Status 1/4/11; 5. Region 8 Notes 1/11; 6. Comcast-Channel Lineup 12/21/10; 7. Land Trust Alliance-“Using The Conservation Tax Incentive” 12/10; 8. Open Space Preservation Advisory Board Minutes 11/4/10, 12/9/10; 9. United Growth for Kent County Membership Letter 12/29/10; 10. West Michigan Strategic Alliance Membership Letter 10/26/10. **Moved by Smith, supported by Rhoades, to approve the Reports and Communications under the Consent Agenda. Yes – 5; No – 0; Absent – 2. Motion carried.**

Supervisor Haga stated he will clarify Board Committee Assignments with everyone.

APPROVAL OF WARRANTS

Treasurer Rhoades reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$7,800.83; #205 \$955.78; #208 \$1,168.21; #590 \$284.10; #591 \$483.63; #592 \$11.60; Total all Hand Checks; \$10,704.15. Warrants: #101 \$25,053.44; #205 \$2,312.51; #208 \$495.27; #211 \$712.19; #590 \$96,733.14; #591 \$110,303.29; #592 \$3,092.45; Total Warrants: \$239,702.29. Total All Checks and Warrants: \$250,406.44. **Moved by Proos, supported by Smith, to approve the Warrant Report for January 24, 2011, in the total amount of \$250,406.44. Roll Call: Yes - Proos, Smith, Rhoades, Burton and Haga. No – 0. Absent – Sytsma, Westra. Motion carried.**

PUBLIC COMMENT

None.

BOARD COMMENT

Treasurer Rhoades commented on an article about Repco Light, which has drop-off spots for water-base paint. They process it and send it back out for sale as a re-coat. He suggested this be put in the AdaView to assist residents in recycling of hazardous waste.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

RESOLUTION R-012411-3, CAPITOL IMPROVEMENT BONDING NOTICE FOR BRONSON STREET AND WATERMAIN IN BRONSON STREET

Jim White, Mika Meyers Beckett & Jones, stated the description of the project combines the street improvements and the watermain improvements into a single project description. The total amount is \$750,000 covering all current estimated costs, which is a not to exceed the bond issue if bonds are issued. Also, have identified several different sources to be used to repay the bonds, the General Fund Revenue for the Township water system, revenues, if any, captured by the Township Downtown Development Authority, and other legally available funds. A referendum notice will be published within a week in the newspaper. **Moved by Proos, supported by Rhoades, to approve adoption of Resolution R-012411-3, Capitol Improvement Bonding Notice for Bronson Street and Watermain in Bronson Street in the not to exceed amount of \$750,000. Roll Call: Yes - Proos, Smith, Rhoades, Sytsma, Burton, and Haga. No - 0; Absent - Westra. Resolution adopted.**

Supervisor Haga noted this project is a street construction, parking, lighting and landscape design construction with contingencies, to coincide with the other improvements in the village that have been completed.

POSTAGE METER LEASE APPROVAL

Clerk Burton presented information on a new digital mailing machine, as the lease is almost up on the present machine. Proposals were received from two companies, Pitney Bowes and Neopost. She recommended going with the Pitney Bowes lease of 60 months at \$125.93 per month, for a lease total of \$7,555.80, which includes maintenance and meter rates for the duration of the contract. **Moved by Proos, supported by Rhoades, to approve the 5-year lease for the DM400C Digital Mailing Machine to be leased from Pitney Bowes. Yes - 6; No - 0; Absent - 1. Motion carried.**

Supervisor Haga stated there should be an amendment to the motion to include the total of \$7,555.80 over the 5-year term.

Moved by Proos, support by Sytsma, to amend the original motion for the lease to reflect a 5-year, 60 month total cost of \$7,555.80. Yes - 6; No - 0; Absent - 1. Amendment carried.

KCRC ENGINEERING WORK ORDER-HALL STREET IMPROVEMENT PROJECT

Planning Director Ferro stated the Township has been discussing with Cascade Township and the Road Commission possible repaving of Hall Street. The Township is interested in providing a pedestrian facility on the road and sharing the cost with Cascade Township. A public meeting was held with Cascade and Ada Township residents and there was concern about the impact 8 foot or wider trails would have on their property and landscaping. Based on that feedback we are now looking at a 5' wide sidewalk on both sides of the road. The cost estimate includes resurfacing the road and adding 5' sidewalks on both sides.

Supervisor Haga stated our share of the \$22,000 would be about \$6,000 for the final plan development.

Planning Director Ferro stated this project is scheduled for the summer of 2012.

Moved by Smith, supported by Proos, to approve the work order with Kent County Road Commission for final design plans in the amount of \$6,000. Yes - 6; No - 0; Absent - 1. Motion carried.

Smith asked for clarification, that if we're paying 27.5% for the project, as is Cascade, if we don't go ahead with the project would we be responsible for this cost.

Supervisor Haga responded if the project does not go forward at any time the earlier engineering and this engineering would be charged back to the two Townships.

COMPENSATION COMMISSION APPOINTMENTS

Supervisor Haga stated there are two appointments that are effectively reappointments. The two were appointed in January 2009 to fill vacancies that expire January 31, 2011. They are Lloyd Paul, 1st five-year term expiring January 31, 2016, and David Anderson, 1st five-year term expiring January 31, 2016.

Moved by Smith, supported by Burton, to approve appointments to the Township Compensation Commission, of Lloyd Paul and David Anderson, for a full five-year reappointment. Yes - 6; No - 0; Absent - 1. Motion carried.

ROSELLE PARK MASTER PLAN UPDATE-PLANNING SERVICES

Mark Fitzpatrick, Parks & Recreation Department Director, presented the request for approval to allocate \$5,000 in the Parks & Recreation Department's FY 2011-12 budget line item for Design Development Contractors to cover the cost of updating the Roselle Park master plan; and to move forward on contracting with OCBA to facilitate and complete an updated master plan for Roselle Park at a fee rate of up to but not to exceed \$5,000. **Motion by Proos, supported by**

Sytsma, to contract with OCBA for the Update of the Roselle Master Plan in an amount not to exceed \$5,000. Yes – 6; No – 0; Absent – 1. Motion carried.

Supervisor Haga stated this does come as a recommendation from the Park Committee.

RESOLUTION R-012411-1, ALLOW AUTHORIZATION TO USE AUTOMATED CLEARING HOUSE (ACH) ARRANGEMENTS AND ELECTRONIC TRANSACTIONS UNDER PUBLIC ACT 738 OF 2002

Supervisor Haga stated this resulted from a meeting with the auditor on the Farmer's Market and the issue of credit card use, etc.

Treasurer Rhoades stated Public Act 738 was passed in 2002 and we need to pass a resolution to provide for ACH transactions.

Moved by Proos, supported by Burton, to adopt Resolution R-012411-1, Allow Authorization to use Automated Clearing House (ACH) Arrangements and Electronic Transactions under Public Act 738 of 2002. Roll Call: Yes - Proos, Smith, Rhoades, Sytsma, Burton, and Haga. No – 0. Absent – Westra. Resolution adopted.

RESOLUTION R-012411-2, FY 10/11 BUDGETS AMENDMENT #1

Motion by Proos, supported by Sytsma, to adopt Resolution R-012411-2, Fiscal Year Budgets Amendment #1. Roll Call: Yes - Proos, Smith, Rhoades, Sytsma, Burton, and Haga. No – 0. Absent – Westra. Resolution adopted.

Supervisor Haga clarified some of the costs involved with Activity # 101-265.000-930.000, 101-265.000-983.000, 101-440.000-974.001, 208-692.000-974.000, 248-000.000-401.405, and 590-441.000-801.001.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Susan Burton
Ada Township Clerk

RS/dr