

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
FEBRUARY 27, 2012**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee Westra, and Trustee Smith. Also present: Planning Director Jim Ferro, Recording Secretary Dorothy Renegar, and 13 community members. Absent: Trustee LeBlanc, and Trustee Proos.

**APPROVAL OF AGENDA**

**Motion by Smith, supported by Westra, to approve the Agenda as presented. Yes – 5; No – 0; Absent – 2. Motion carried.**

**PUBLIC HEARING-ACCESS BUSINESS GROUP LLC APPLICATION FOR INDUSTRIAL FACILITIES  
EXEMPTION (IFT) CERTIFICATE UNDER ACT 198, PUBLIC ACTS OF 1974**

Eric VanDellen, Access Business Group, gave an update on the facility which was expanded by adding a rail spur and a covered rail unloading area, expanding the warehouse section, and in addition, packaging equipment has been added. He stated the real property improvements amounted to approximately \$1.6 million and the personal property amounted to \$8 million for the manufacturing equipment. VanDellen stated this was begun in August with the rail spur being installed, then the work on the warehouse, and now the packaging equipment is on its way and they hope to begin installing it shortly.

**Motion by Westra, supported by Burton, to proceed into a Public Hearing to discuss the Access Building Group LLC IFT Application. Yes – 5; No – 0; Absent – 2. Motion carried.**

There was no public comment.

**Motion by Westra, supported by Smith, to close the Public Hearing regarding the Access Building Group LLC IFT Application. Yes – 5; No – 0; Absent – 2. Motion carried.**

**RESOLUTION R-022712-1, RESOLUTION TO APPROVE AN INDUSTRIAL FACILITIES TAX EXEMPTION  
CERTIFICATE FOR ACCESS BUSINESS GROUP LLC**

**Motion by Smith, supported by Rhoades, to approve Resolution R-022712-1, Resolution to Approve an Industrial Facilities Tax Exemption Certificate for Access Business Group LLC.**

Trustee Westra noted Exhibit C, Itemized List of Personal Property Improvements, the Installation, Engineering, Mechanical Installation, and Electrical Installation, and asked for clarification as to whether labor for these items is eligible for exemption under Act 198.

Eric VanDellen stated he would get an answer for that. He stated when this was looked at in the past they tried to take out as much of the labor costs as possible. Electrical installation, for instance, means wiring has to be put in place, and that wire becomes part of the equipment and so is included in the cost of the equipment.

**Motion by Westra, supported by Smith, to postpone action on Resolution R-022712-1, requesting clarification on items listed as Installation, Engineering, Mechanical Installation, and Electrical Installation, in Exhibit C, as to whether they are applicable to the application of the IFT. Yes – 5; No – 0; Absent – 2. Motion carried.**

VanDellen asked that the Board check with their attorney as well to get a legal opinion, so when he comes back there will be both opinions.

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

**Approval of Minutes**

February 13, 2012 Regular Board Meeting

**Receive and File Various Reports/Communications**

1. Fire Call Reports-1/12; 2. Planning Commission Minutes-1/19/12; 3. Building Permit Report-1/12; 4. Sheriff Report-4<sup>th</sup> Quarter 2011; 5. Siegfried Crandall-Audit Engagement Letter-2/10/12; 6. BS&A Internet Service Report-7/1/11-12/31/11; 7. Ada's DDA Minutes-1/3/12; 8. Hope Network Transportation Activity-2/6/12; 9. North Kent Transit Steering Committee Minutes-1/11/12, 2/7/12; 10. KCRC Act-51 Reporting-2/14/12; 11. Utility Advisory Board Minutes-1/19/12; 12. Open Space Preservation Advisory Board Minutes-1/12/12; 13. MDOT I-96@m-21 Interchange-2/3/12; 14. Senator Carl Levin Letter-1/12/12; 15. Ada Township Fire Department Annual Report-2011. **Motion by Westra, supported by Rhoades, to approve the Minutes, Reports and Communications under the Consent Agenda. Yes – 5; No – 0; Absent – 2. 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 \$3,589.62; #205 \$52.82; #208 \$172.63; Total all Hand Checks: \$3,815.07; Warrants: #101 \$14,190.40; #205 \$10,211.96; #208 \$2,922.78; #211 \$4,358.19; #213 \$4,085.00; #590 \$10,108.16; #591 \$367.19; #592 \$160.77; Total Warrants: \$46,404.45. Total All Checks and Warrants: \$50,219.52. **Moved by Smith, supported by Westra to approve the Warrant Report for February 27, 2012, in the total amount of \$50,219.52. Roll Call: Yes – Westra, Smith, Rhoades, Burton, and Haga; No – 0; Absent – LeBlanc and Proos. Motion carried.**

#### **PUBLIC COMMENT**

None.

#### **BOARD COMMENT**

Trustee Westra commented on mapping with Regis the Fire Call and Sheriff Reports, which would communicate them in such a way as to make it easier for the public to understand, and to also put them on the web site. He stated he had a resident ask him what the process was to be added to the AdaView email distribution list. He told them to contact the clerk's office.

Clerk Burton stated the Presidential Primary election would be on Tuesday, and everyone should get out and vote.

#### **NEW BUSINESS**

#### **RESOLUTION R-022712-2, RESOLUTION TO PLACE A POLICE AND FIRE PROTECTION MILLAGE PROPOSAL ON THE AUGUST 7, 2012 BALLOT**

The Public Safety Committee, which consists of Supervisor Haga, Treasurer Rhoades, Trustee Smith, and Chief Jim DuVall, met and reviewed the report from Chief DuVall. The report is a strategic plan for the Ada Township Fire Department from 2011 to 2016, and was utilized in development of a recommended millage renewal. They also reviewed the fund balances of the Public Safety Fund which is currently \$1,894,832, and includes \$555,029 for Fire Equipment Repairs and Replacement, and for truck replacement. This leaves an undesignated Fund Balance for operations of the Public Safety Department of \$1,339,803. The recommendation is to set the millage rate at .8000 mills (\$0.80 per \$1,000 of taxable value), which is a reduction.

**Motion by Westra, supported by Smith, to adopt Resolution R-022712-2, Resolution to place the Police and Fire Protection Millage Proposal on the August 7, 2012 ballot in the amount of .8000 mills. Roll call: Yes – Westra, Smith, Rhoades, Burton, and Haga; No – 0; Absent – LeBlanc and Proos. Resolution adopted.**

Frank Hoover, 700 Marbury, stated if the millage is cut, the township will never get it back again. He stated it should not be cut because it is a good thing for the entire population of the Township.

Brian Schiffelbein, Bronson Street, asked what the difference is between 1 mill and .8, and also asked about Township goals for fire and safety, what other townships are doing, and about utilizing additional training rather than cutting the money out.

Supervisor Haga stated in response that the .8000 mill that is proposed will generate about \$880 million of taxable value, generating about \$704,000 versus \$879,000.

#### **RESOLUTION R-022712-3, LOCAL GOVERNING BODY RESOLUTION FOR GAMING LICENSE ISSUED BY THE MICHIGAN LOTTERY (LOCAL RAFFLE) FUNDRAISER**

Michael Lunn, 6361 Redington, President of the Hope Foundation, member of the Township Planning Commission, and employed by the City of Grand Rapids, stated the foundation is asking for a civic designation so they can hold raffles and do other gambling fund raisers. He stated the foundation was formed in memory of his daughter who died in 2007 from Leukemia, so the foundation is based on fighting blood cancers, growing awareness and helping local people with costs related to blood cancers. Lunn stated last year they gave a \$1,000 scholarship to a young lady in Rockford, this year made a donation to the VanAndel Institute for leukemia research, support the Leukemia Lymphoma Foundation Society, and have a big golf fundraiser in the fall.

**Motion by Westra, supported by Rhoades, to adopt Resolution R-022712-3, Local Governing Body Resolution for Gaming License Issued by the Michigan Lottery (Local Raffle) Fundraiser. Roll call: Yes – Westra, Smith, Rhoades, Burton, and Haga; No – 0; Absent – LeBlanc and Proos. Resolution adopted.**

#### **RESOLUTION R-022712-4, RESOLUTION ADOPTING WATER/SEWER RATES FOR FY 2012/13**

Steve Groenenboom, Moore & Bruggink, Inc. stated this is a resolution to raise water and sewer rates based upon a review of the City of Grand Rapids rate study, township preliminary water and sewer budgets for 2012/13, and a meeting with the Utility Committee on January 16, 2012. He stated the increase is primarily due to improvements in the City of Grand Rapids system that has been charged back to Ada Township, and partly due to the recently completed Ada Drive forcemain. Groenenboom stated the resolution is to raise sewer rates from \$20.00 to \$28.00 per month, and raise the water rates 4.6%. He stated the average

billing for a family of five that uses 6,000 gallons of water and sewer per month would jump from \$100 to \$120 every other month.

**Motion by Rhoades, supported by Burton, to adopt Resolution R-022712-4, Resolution Adopting Water/Sewer Rates for FY 2012/13. Roll call: Yes – Westra, Smith, Rhoades, Burton, and Haga; No – 0; Absent – LeBlanc and Proos. Resolution adopted.**

**ORDINANCE AMENDMENT O-022712-1, REVISIONS TO PLANNED DEVELOPMENT (P-1C) DISTRICT-SPORT SHOOTING RANGE**

Planning Director Jim Ferro stated the zoning rules adopted in 1975 contain a set of regulations unique to the Kent County Conservation League facility on Conservation Street, and the rules have never been amended. He stated the changes proposed were developed through a cooperative process between the Township and a committee with representation from the Conservation League Board, as well as neighbors from the Winding Brook neighborhood, east of the Conservation League property. Ferro stated this process was started as a result of neighbors from Winding Brook coming to the Township and expressing concern with some aspects of the operation that were adversely impacting the neighborhood, and perceived increased activity over the years. He stated the updated regulations legitimized the sporting clays course and incorporate by reference adherence to generally accepted operation practices as defined in the State Sport Shooting Ranges Act, which are adopted and reviewed periodically by the Michigan DNR. Ferro stated the Planning Commission held a public hearing, with notices going to surrounding neighbors.

**Motion by Westra, supported by Smith, to adopt Ordinance Amendment O-022712-1, Revisions to Planned Development (P-1C) District-Sport Shooting Range. Roll call: Yes – Westra, Smith, Rhoades, Burton, and Haga; No – 0; Absent – LeBlanc and Proos. Ordinance Amendment adopted.**

Pete Lozicki, 575 Honey Creek, representing the club, stated it was a very collaborative process, and the club wants to be good neighbors.

Paul Lindley, 8653 Conservation Street, representing the Winding Brook homeowners association, stated the process was very good, the club has been tremendous to work with, and they paid a lot of attention to the concerns of the neighbors.

**ADOPTION OF 2012-2018 CAPITAL IMPROVEMENT PLAN**

Planning Director Jim Ferro stated this is the third annual update of the Capital Improvement Plan. He stated the general fund as it's projected in future years is more positive than it was in last year's CIP as it reflects an increase in State revenue sharing due to the large population increase the township had. Ferro stated a couple changes recommended by the planning commission were: elimination of the trail project on Honey Creek, and \$100,000 be moved from the Township General Fund to the DDA Fund to provide a beginning fund balance for a future, as yet undetermined, project within the DDA boundaries.

**Motion by Westra, supported by Smith, to postpone Adoption of 2012-18 Capital Improvement Plan until all Board members can be present, a joint work session is held with the planning commission to review the CIP in detail, and another public hearing is held to provide Township residents additional opportunity to comment on the priorities.**

Trustee Westra stated his reasoning for this motion is the large amount of information to digest, which spans six years, and to have the opportunity to go over this with the planning commission.

Supervisor Haga stated his hesitancy to delay action on this as the CIP committee, which consists of both Board and planning commission members, has worked hard to put this plan together, public hearings have been held on the plan itself, it is reviewed and updated on an annual basis, and is correlated to the budget.

Ferro stated a draft has been on the web site for the last month, and our timeline is to provide input for the budget.

**Motion withdrawn by Westra, supported by Smith, for postponement of the Adoption of 2012-18 Capital Improvement Plan.**

**Motion by Westra, supported by Smith, to postpone Adoption of 2012-18 Capital Improvement Plan until the March 12 meeting. Yes – 3; No – 2; Absent – 2. Motion carried.**

**SECOND AMENDMENT TO AT&T WIRELESS AGREEMENT AT 5540 ADA DRIVE**

AT&T wants to replace, on the Ada Drive water tank, six existing antennas, add six new 1-5/8" lines of coax, add six diplexers, and install new ground mounted equipment within their existing leased ground space. The agreement has been reviewed by Dixon Engineering at AT&T's expense, and also by township legal counsel. There are no changes proposed in the lease agreement funding.

**Motion by Westra, supported by Rhoades, to approve the Second Amendment to the AT&T Wireless Agreement at 5540 Ada Drive. Yes – 5; No – 0; Absent – 2. Motion carried.**

**PERSONNEL COMMITTEE RECOMMENDATION FOR STAFF WAGES/SALARIES**

**Motion by Westra, supported by Rhoades, to postpone the Personnel Committee Recommendation for Staff Wages/Salaries until the Board meeting in March. Yes – 5; No – 0; Absent – 2. Motion carried.**

**OPPORTUNITY FOR PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was adjourned at 9:22 p.m.

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Susan Burton  
Ada Township Clerk

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Date

RS/dr