

**ADA TOWNSHIP BOARD MEETING
MINUTES
MARCH 12, 2012**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Treasurer Rhoades, Trustee LeBlanc, Trustee Proos, Trustee Westra, and Trustee Smith. Also present: Planning Director Jim Ferro, Park Director Mark Fitzpatrick, Recording Secretary Dorothy Renegar, and 11 community members. Absent: Clerk Burton.

APPROVAL OF AGENDA

Two items were added under Communications: 3. Egypt Valley Country Club v Ada Township Michigan Tax Tribunal Docket No. 333639 Update-3/9/12, and 4. Bronson Street Additional Parking Petition-2/28/12. **Motion by Smith, supported by Proos, to approve the Agenda as amended. Yes – 6; No – 0; Absent – 1. Motion carried.**

PUBLIC HEARING ON ADA TOWNSHIP BUDGETS FOR FY 2012/2013

Motion by Westra, supported by Rhoades, to proceed into Public Hearing on the Ada Township Budgets for FY 2012/2013. Yes – 6; No – 0; Absent – 1. Motion carried.

Supervisor Haga presented highlighted areas of the budget, and stated this hearing includes comments and discussion on the anticipated millages. The budgets for all the funds are based on \$880,527,046 of taxable value. Under General Fund 101 estimated revenue is \$2,116,922, expenses \$2,483,761 at a millage rate of .9165, with estimated fund balance of \$1,775,790; Public Safety Fund 205 estimated revenue is \$717,972, expenses \$1,121,267 at a renewal millage rate approved by the Board for the ballot in the August Primary election, to be reduced from 1 mill to .8000, and with estimated fund balance of \$1,980,205; Parks & Recreation Fund 208 estimated revenue is \$648,770, expenses \$482,939 at a renewal millage rate of .2500 to be approved for the ballot later at this meeting, with estimated fund balance of \$346,256; Township Trails Fund 211 estimated revenue is \$747,526, expenses \$856,082 at a millage rate of .4947, with estimated fund balance of \$319,809; Parks & Open Space Fund 213 estimated revenue is \$207,393, expenses \$234,972 at a millage rate of .3963, with estimated fund balance of \$1,217,599; DDA Fund 248 estimated revenue is \$129,800, expenses \$32,848, with estimated fund balance of \$14,748; Building Department Fund 249 estimated revenue is \$44,025, expenses \$26,851; Ada Township Sewer System Fund 590 estimated revenue is \$1,836,672, expenses \$2,153,166; Ada Township Water System Fund 591 estimated revenue is \$1,889,269, expenses \$1,809,648; Grand Valley Estates Water System Fund 592 estimated revenue \$81,350, expenses \$70,379.

Frank Hoover, 213 Marbury, asked if the Parks & Open Space Fund 213 buys the land that has been acquired, and what percentage of that goes to Open Space and not to the Park.

Supervisor Haga replied that is the budget for Open Space dollars was adopted by the Open Space board; and the revenue is split 58% for Open Space and 42% for Parks.

Frank Hoover replied he would rather see money cut from Open Space as most of the land bought is useless and not open to the public, than cut from the Fire Department millage.

Motion by LeBlanc, supported by Proos, to close the Public Hearing regarding the Ada Township Budgets for FY 2012/2013. Yes – 6; No – 0; Absent – 1. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

February 27, 2012 Regular Board Meeting

Receive and File Various Reports/Communications

1. Ada Historical Society Minutes-1/14/12; 2. The Right Place Annual Report 2011 (Excerpts); 3. Egypt Valley Country Club v Ada Township Michigan Tax Tribunal Docket No. 333639 Update; 4. Bronson Street Additional Parking Petition-2/28/12.

Motion by Westra, supported by Rhoades, to approve the Minutes, Reports and Communications under the Consent Agenda. Yes – 6; No – 0; Absent – 1. Motion carried.

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Rhoades reported items #19 and #54 deleted from the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$11,461.29; #205 \$1,460.91; #208 \$1,989.63; #248 \$2,365.00; #590 \$3,728.36; #591 \$1,431.48; #592 \$279.89; Total all Hand Checks: \$16,084.00; Warrants: #101 \$12,401.11; #205 \$29,456.76; #208 \$895.98; #213 \$150.00; #590 \$122,312.28; #591 \$133,318.46; #592 \$3,498.39; Total Warrants: \$301,093.16. Total All Checks and Warrants: \$317,177.16. **Moved by Smith, supported by Westra, to approve the Warrant Report for March 12, 2012, in the total amount of \$317,177.16. Roll Call: Yes – Westra, Smith, Rhoades, LeBlanc, Proos, and Haga; No – 0; Absent – Burton. Motion carried.**

PUBLIC COMMENT

Jeff Poppen, Grand Valley Estates, stated the letter regarding the cell tower was only sent to select homes around Forest Hills Eastern High School, and feels it should be sent to all homeowners.

Planning Director Jim Ferro stated it is a state law for legal notices to be sent to property owners within 300 feet of the boundary of the school campus property.

BOARD COMMENT

Trustee Westra commented on phone calls he had received regarding the cell tower and suggested that all communication channels be used to make people aware of this, and have a link to the discussion forum on the web site to encourage people to participate in these types of topics.

Trustee Smith stated regarding notices to nearby residents of the proposed cell tower, that anyone, whether they received a notice or not, is welcome to come to public hearings held by the Planning Commission or Board to state their views or concerns. She also commented on the report from the Right Place that talks about the increase in development, and stated she doesn't know how much credit they should take for that growth.

Trustee LeBlanc stated he did not find a line item for Regis in the budget, and feels the service provided is beneficial, but has misgivings about cost and how the program is structured. He would like more questions answered before that is included in the budget.

Trustee Proos commented on the additional parking spaces on Bronson Street, and stated we should ask the DDA whether the additional spaces are really needed. He stated we are entering the last season in the Koning mining, and a meeting should be held soon to discuss the final season and the planned reclamation of the land, and make sure it is falling within their responsibilities. He stated work on the Bridge construction project on Fulton should be resuming. Regarding the cell tower, he observed we have a system that will allow us proper venting, communication and decision making, and applauds the Planning Department in advance for the good job they will do in presenting all options.

Treasurer Rhoades mentioned the illegal parking on Bronson Street near the corner of Ada Drive, and progress being made in the Assembly Hall with technology upgrades; the screens, projectors and speakers have been installed.

Supervisor Haga stated the DDA did discuss the Bronson street parking at their meeting, and the response was to pursue the additional spaces. He stated, regarding the Pettis property, the township has not officially been served, but there was an article in the Cadence stating there is a lawsuit against the Township by Ms. Pettis.

UNFINISHED BUSINESS

RESOLUTION R-031212-1, RESOLUTION TO APPROVE AN INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE FOR ACCESS BUSINESS GROUP, LLC

A public hearing was held at the last Board meeting, and a decision was postponed until tonight for 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. These items do become part of the project and value of the project, and if they are reduced, Access Business Group would not pay taxes on them, which may not pass scrutiny of the State Tax Commission. They are part of the personal property expenses for completing the project.

Motion by Proos, supported by Smith, to adopt Resolution R-031212-1, Resolution to approve an Industrial Facilities Tax Exemption Certificate for Access Business Group, for a period of 12 years. Roll call: Yes – Westra, Smith, Rhoades, LeBlanc, Proos, and Haga; No – 0; Absent – Burton. Resolution adopted.

AGREEMENT REGARDING GRANTING ACCESS BUSINESS GROUP TAX EXEMPTION CERTIFICATE

Motion by Proos, supported by Rhoades, to approve Agreement Regarding Tax Exemption Certificate for Access Business Group, LLC. Yes – 6; No – 0; Absent – 1. Motion carried.

Supervisor Haga stated this is an agreement between the Township and the applicant; if they fail to meet the 12 year criteria for the abatement, there is a repayment schedule ranging from 12 years at 10% to 1 year at 100%.

ADOPTION OF 2012-2018 CAPITAL IMPROVEMENT PLAN

Planning Director Jim Ferro stated a draft of the CIP was presented at the last Board meeting, and a mistake was made in projections for future fund balances for the Parks Fund and the DDA Fund. He further summarized the two changes. Ferro gave a brief review of projects in the plan and stated a combined meeting with the Board and Planning Commission will be set up soon to begin work on updating the plan for next year.

Motion by Proos, supported by LeBlanc, to approve Adoption of 2012-2018 Capital Improvement Plan as proposed. Yes – 6; No – 0; Absent – 1. Motion carried.

PERSONNEL COMMITTEE RECOMMENDATION FOR STAFF WAGES/SALARIES

The Personnel Committee reviewed the salaries and increases, and recommended a 2.50% increase, which incorporates reviews.

Motion by LeBlanc, supported by Rhoades, to approve Staff Wage Recommendations from the Personnel Committee at the rate of 2.50%. Yes – 4; No – 2; Absent – 1. Motion carried.

NEW BUSINESS

RESOLUTION R-031212-2, ON PREMISES LIQUOR LICENSE APPLICATION FOR CHLOE ELAN TO BE LOCATED AT 445 ADA DRIVE

Christine Gill, 827 Cadillac Drive SE, Grand Rapids, presented the application for the new restaurant to be located at 445 Ada Drive. The restaurant will open in July and will be open seven days a week.

Motion by Westra, supported by LeBlanc, to adopt Resolution R-031212-2, On Premises Liquor License Application for Chloe Elan, located at 445 Ada Drive. Roll call: Yes – Westra, Smith, Rhoades, LeBlanc, Proos, and Haga; No – 0; Absent – Burton. Resolution adopted.

Jason Cologne, Architect, stated the existing foot print of the building is not changing, so internal square footage will remain the same, with extensive remodel of the interior.

APPROVAL FOR TOWNSHIP INSURANCE COVERAGE

Tammy Sales, Pinnacle Insurance Partners, summarized the renewal premium for 4/1/12-4/1/13, and stated this will be the third year renewal which tries to keep the premium as level as possible for budgeting purposes. She stated there has been some additional property added, and guaranteed replacement costs on some of the vehicles, which the township did not have previously.

Motion by Proos, supported by Rhoades, to approve the Ada Township Insurance Coverage for FY 4/1/12-4/1/13, in the amount of \$31,267. Yes – 6; No – 0; Absent – 1. Motion carried.

SPAULDING AVENUE SANITARY SEWER FORCE MAIN CONTRACT AWARD

Steve Groenenboom, Moore & Bruggink, Inc. stated they received bids from five contractors for repairs to the Spaulding Avenue forcemain, with bidders submitting costs for three types of repairs to the forcemain: (1) internal lining, (2) directional bore, and (3) open cut. He stated the bids ranged from a low bid of \$99,350 to a high bid of \$387,460, with RJT Construction submitting the low bid for the directional bore method. Groenenboom stated they would recommend RJT Construction be awarded the bid in the amount of \$99,350.

Motion by Westra, supported by Rhoades, to award the bid to RJT Construction for the Spaulding Avenue Sanitary Sewer Forcemain project, in the amount of \$99,350 as recommended. Yes – 6; No – 0; Absent – 1. Main motion carried as amended.

Motion by Proos, supported by Rhoades, to amend the original motion on awarding of the contract to RJT Construction to withhold 10% on the project until completed. Yes – 6; No – 0; Absent – 1. Amendment to the main motion carried.

Motion by Proos, supported by Westra, to approve the budget for the Spaulding Avenue Sanitary Sewer Force Main Project not to exceed an amount of \$150,000. Yes – 6; No – 0; Absent – 1. Motion carried.

RESOLUTION R-031212-3, PARK AND RECREATION MILLAGE RENEWAL

Motion by Westra, supported by Smith, to adopt R-031212-3, Park and Recreation Millage Renewal for the ballot in August 2012. Roll call: Yes – Westra, Smith, Rhoades, LeBlanc, Proos, and Haga; No – 0; Absent – Burton. Resolution adopted.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 9:23 p.m.

Respectfully submitted,

Susan Burton
Ada Township Clerk

RS/dr