

**ADA TOWNSHIP BOARD MEETING
MINUTES
APRIL 9, 2012**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee LeBlanc, Trustee Proos, and Trustee Smith. Also present: Planning Director Jim Ferro, Parks Director Mark Fitzpatrick, Recording Secretary Dorothy Renegar, Deputy Ryan Roe and 5 community members. Absent: Trustee Westra.

APPROVAL OF AGENDA

Moved and supported to approve the Agenda. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

March 26, 2012 Regular Board Meeting

Receive and File Various Reports/Communications

Moved and supported to approve the Minutes, Reports and Communications under the Consent Agenda. Motion carried.

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Moved and supported to approve the Warrant Report for April 9, 2012, in the total amount of \$289,511.90. Roll Call:

Yes – 6; No – 0; Absent – 1. Motion carried.

B. BRONSON STREET IMPROVEMENT PROJECT RELEASE OF RETAINAGE

Steve Groeneboom not present until later in the meeting when this item was addressed under New Business.

PUBLIC COMMENT

Deputy Ryan Roe, Kent County Sheriff's Department, gave an update on crime in the community, and reported home invasions have decreased. He stated he has been busy working on parades for 4th of July meetings, bike safety presentations to Cub and Boy Scouts, safety meetings for babysitters, and the metro police academy. Roe stated the office hours held at the township offices every other Wednesday have been steady with one to two people visiting.

BOARD COMMENT

Trustee Proos noted it is good to see construction work on the bridge again. He noted Planning Director Jim Ferro has arranged a meeting with Reith Riley to discuss the restoration process and the end of mining of the Koning property, and stated he would report back after that meeting.

Supervisor Haga stated we did not get formal feedback from the Kent County Road Commission on the Egypt Valley and 3 Mile intersection work because they are treating this as only a maintenance project, in repairing the curbs and gutters at that intersection. He stated the liquor license provided by the Township to the Victory Club is in the process of being transferred out of the Township into East Grand Rapids, by one of the previous owners. Haga stated the liquor license is presently in escrow with the State and the owner has been trying since January to transfer / sell this license. He noted that Section 531 of the Liquor Commission rules reads: "on premises escrow license issued under this subsection may be transferred subject to local legislative approval under Section 501(2) to an applicant whose proposed operation is located within any local government unit in a county in which the escrow license is located." Also, Section 501(2) states in part: "an application for a license to sell alcohol liquor for consumption on premises, except in a city having a population of 750,000 or more, shall be approved by the local legislative body in which the applicants' place of business is located before the license is granted by a commission." Haga noted this applicant is called Brush, GR, LLC, located at 2213 Wealthy SE, East Grand Rapids. He stated our legal counsel is aware of this as he forwarded the information to him. We do still have two other licenses available.

UNFINISHED BUSINESS

None.

NEW BUSINESS

ADA PARK PARKING AREA AND TRAIL PAVING

Mark Fitzpatrick, Parks Director, stated OCBA Landscape Architects has performed a study on this project, and there are three components: (1) to pave a small parking area (120' x 170') in Ada Township Park that is now lawn; (2) to re-do the paved trail through the woodlot in the park (Warbler Trail); and, (3) to re-do a section of the paved trail next to the Gazebo in the park that has a slope greater than accessibility specifications recommend. He stated it was felt combining them into one contract would be more cost effective in the long term, and also this project will be put out for bid. Fitzpatrick stated the total cost of the project is estimated at \$117,400.00, out of which \$9,900.00 would be paid to OCBA for their services.

Motion by Proos, supported by LeBlanc, to approve the request to put the Ada Township Park Parking Area and Trail Paving project out to bid. Yes – 6; No – 0; Absent – 1. Motion carried.

FERTILIZATION PLAN FOR ADA TOWNSHIP PROPERTIES

Supervisor Haga stated the three year contract with Thornapple River Nursery for fertilization and related treatment of lawns on Ada Township properties expired in 2011. He stated this needs to go out for bid based on a lawn fertilization program commencing: June 1, 2012-September 30, 2012; with the April 1, 2012-September 30, 2013, April 1, 2014-September 30, 2014 to be an optional renewal.

Motion by Proos, supported by Rhoades, to approve putting the Fertilization Plan for Ada Township Properties out for bid. Yes – 6; No – 0; Absent – 1. Motion carried.

It was noted by Board members that when it goes out to bid there should be an option for an additional year, pricing to remain the same. Also, that Ada Township contractors are specifically asked to bid.

CDBG-HOPE NETWORK NKT CONTRACT

Supervisor Haga stated this is a three party agreement between Ada Township, Kent County, and Hope Network for the transit services for the CDBG funds.

Motion by Smith, supported by LeBlanc, to approve the contract between Kent County, Ada Township, and Hope Network for transit services from July 1, 2012 through June 30, 2013, for the proposed use of the CDBG funds. Yes – 6; No – 0; Absent – 1. Motion carried.

KENT COUNTY WORK ORDERS

1. Conservancy Drive-Chipseal Covered with Micro-surface

Supervisor Haga stated this road overlay is in the Conservancy and is about ½ mile long, and the Township's share will be \$13,000.00. He stated they are trying to coordinate these with some bids with Cascade, so hopefully there will be some cost savings.

Motion by Smith, supported by LeBlanc, to approve the Kent County Work Order for Chipseal and Micro-surface on Conservancy Drive, in the total amount of \$26,000.00 with the Township's share being \$13,000.00 Yes – 6; No – 0; Absent – 1. Motion carried.

2. Rippling Drive and Longpoint Court-Bituminous Overlay

Supervisor Haga stated this road overlay is about .28 mile long, and the Township's share will be \$27,000.00.

Motion by Smith, supported by LeBlanc, to approve the Kent County Work Order for Bituminous Paving on Rippling Drive and Longpoint Court, in the total amount of \$54,000.00 with the Township's share being \$27,000.00 Yes – 6; No – 0; Absent – 1. Motion carried.

ADA'S DOWNTOWN DEVELOPMENT AUTHORITY (DDA) APPOINTMENT

Supervisor Haga noted this appointment is to fill a vacancy on the DDA Board. He stated seven applications were received, and it is recommended that Bryan Harrison of Amway be appointed to this position.

Motion by LeBlanc, supported by Proos, to approve the recommendation to appoint Mr. Bryan Harrison to the vacated position on Ada's Downtown Development Authority Board. Yes – 6; No – 0; Absent – 1. Motion carried.

BRONSON STREET IMPROVEMENT PROJECT RELEASE OF RETAINAGE

Steve Groenenboom, Engineer, Moore & Bruggink, stated he relayed to the contractor, Lodestar Construction, that the retainage would be released as long as three items were complete: (1) final hydro-mulching of the last block between Teeple and Headley; (2) lowering of one catch basin just beyond the curb and gutter section of Bronson Street; and, (3) confirmation that the pressure reducing valve is operating properly. He stated also the additional parking project will be sent out for bids.

Motion by Proos, supported by Rhoades, to approve payment of the Bronson Street Improvement Project Retainage to Lodestar Construction, in the amount of \$20,000.00, with \$5,000.00 being withheld until the pressure valve is operating properly. Roll Call: Yes – LeBlanc, Proos, Smith, Rhoades, Burton, Haga; No – 0; Absent – Westra. Motion carried.

It was discussed that a parking study would be conducted for any future parking.

ADA DRIVE FORCEMAIN EASEMENTS AND IRRIGATION SYSTEM REPAIRS

Steve Groenenboom, Engineer, Moore & Bruggink, stated the project is completed, and recommends payment for the easements along the forcemain route in the amount of \$19,451.02, and payment for the irrigation repairs in the amount of \$7,847.13.

Motion by Smith, supported by Proos, to approve the Ada Drive Forcemain Easements in the amount of \$19,451.02, and the Irrigation System Repairs in the amount of \$7,847.13. Yes – 6; No – 0; Absent – 0. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Susan Burton
Ada Township Clerk

Date

RS/dr