

**ADA TOWNSHIP BOARD MEETING
MINUTES
APRIL 28, 2014**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee Jacobs and Trustee Smith. Also present: Planning Director Jim Ferro, Retired Fire Chief Jim Duvall, Parks Director Mark Fitzpatrick, Recording Secretary Dorothy Renegar, and 3 community members. Absent: Trustee LeBlanc, and Trustee Proos.

APPROVAL OF AGENDA

Supervisor Haga added under Communications, the Grand Valley Metropolitan Council weekly newsletter, dated April 24, 2014; and under New Business, Authorization to Seek Bids for Carl Creek Driveway Culvert Replacement with a Boardwalk Deck Structure.

Motion by Rhoades, supported by Smith, to approve the Agenda as amended. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

April 14, 2014 Regular Board Meeting

Receive and File Various Reports/Communications

1. Fire and EMS Incident Report-3/14; 2. Planning Commission Minutes-3/20/14; 3. Treasurer's Investment Report-3/14; 4. Ada DDA Minutes-3/17/14; 5. Comcast Update-4/15/14; 6. Ethics Board Minutes-4/14/14; GVMC Newsletter-4/24/14.

Motion by Rhoades, supported by Jacobs, to approve the Minutes, Reports and Communications under the Consent Agenda as amended. Motion carried.

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Rhoades reported receipts in the following amounts: Hand Checks: #101 \$1,840.00; #208 \$20.00; #248 \$5.70; Total all Hand Checks: \$1,865.70; Warrants: #101 \$20,128.57; #205 \$2,471.33; #208 \$3,513.70; #211 \$809.63; #401 \$9,646.40; #590 \$1,804.27; #591 \$2,958.09; #592 \$358.05; Total Warrants: \$41,690.04. Total All Checks and Warrants: \$43,555.74.

Motion by Jacobs, supported by Smith, to approve the Warrant Report for April 28, 2014, in the total amount of \$43,555.74. Roll Call: Yes – Smith, Jacobs, Rhoades, Burton and Haga; No – 0; Absent – LeBlanc and Proos. Motion carried.

PUBLIC COMMENT

Retired Fire Chief Jim DuVall stated during his tenure there have been changes, improvements, and additions, which have come about with help from his staff, and the Board. He thanked the Board for all their support, stating it has been a real pleasure working with them.

BOARD COMMENT

Supervisor Haga handed out pictures showing the trusses that have snapped off in the water booster station by West Village. He stated he had Builder Ben Thomet evaluate the situation, and he has also talked with the insurance company. An estimate needs to be obtained for what needs to be done to repair the water booster station.

UNFINISHED BUSINESS

ADA TOWNSHIP WINDOW XP COMPUTERS

Supervisor Haga stated the server upgrade has been completed, and at this point everything appears to be working.

John Gibson, Siegfried Crandall, stated they audited all the computers, and there were 12 computers still on XP, which is no longer being supported by Microsoft. He stated the proposal is to purchase 10 new computers, and upgrade the other two, which were purchased in 2010 and should still have a couple of years of life. Also, he stated there are two laptops; one at the Fire Department that is used for training, the other in the Assessor's Office that is used for field work that need replacement. The total cost will be \$18,271.74.

Motion by Smith, supported by Jacobs, to approve the Township Windows XP Computer proposal as presented, dated April 28, 2014, in the amount not to exceed \$18,271.74. Motion carried.

NEW BUSINESS

RESOLUTION R-042814-1, RESOLUTION ADOPTING SEWER RATES

Steve Groenenboom, Moore & Bruggink, explained how the water and sewer system works. He stated they have reviewed the water and sewer rates for Ada Township, and are recommending the Township increase the sewer rate by \$1.00 to \$29/REU, and the water rates to remain the same for FY2014/15.

Motion by Rhoades, supported by Jacobs, to approve Resolution R-042814-1, Resolution Adopting Sewer Rates, with an increase in the rate to \$29/REU per month. Roll Call: Yes – Smith, Jacobs, Rhoades, Burton and Haga; No – 0; Absent – LeBlanc and Proos. Resolution adopted.

AUTHORIZATION TO PROCEED TO BID ON WATER/SEWER SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM

Steve Groenenboom, Moore & Bruggink, explained how the SCADA system would work for the Township water and sewer system. He stated the City of Grand Rapids and the DEQ are urging the Township to replace the existing system, which monitors all lift stations and water booster stations, as well as the water tanks. Replacement parts are no longer available for this system, which also uses dedicated phone lines to communicate with Grand Rapids.

Groenenboom stated there would be a cost savings by switching to Cellular Communications; and with the new controls that will be installed with SCADA, the information will be sent to a dedicated computer in Supervisor Haga's office where he can monitor the water and sewer system. He stated the additional work estimate for Ada Township equipment in the Colebrook pump station in Grand Rapids is \$50,000; the total budget for the SCADA system would be increased to \$450,000.

Motion by Rhoades, supported by Burton, to approve Authorization to Proceed to Bid on Water/Sewer Supervisory Control and Data Acquisition (SCADA) System, as proposed. Motion carried.

AUTHORIZATION TO SEEK BIDS FOR CARL CREEK DRIVEWAY CULVERT REPLACEMENT WITH A BOARDWALK DECK STRUCTURE

Planning Director Jim Ferro stated the culvert was damaged and failing at the time the Township acquired this property in April, 2011; it was further damaged with heavy rains and flooding in spring, 2013, so it is now a hazard for pedestrians. He stated the DEQ has issued a permit for replacement with a boardwalk bridge 16 feet in length. The estimated cost for construction is \$15,000; this cost is included in the FY 2014-15 budget, as well as the Capital Improvements Plan.

Motion by Rhoades, supported by Smith, to approve Authorization to Seek Bids for Carl Creek Driveway Culvert Replacement with a Boardwalk Deck Structure, as presented. Motion carried.

AMENDMENT TO ACCESSORY BUILDING REGULATIONS TO PERMIT "CARETAKER" RESIDENTIAL UNITS IN NON-RESIDENTIAL DISTRICT

Planning Director Jim Ferro stated the owner of the Canterbury Creek Farm Preschool inquired about a residential caretaker unit on their site for the caretaker's use when he takes care of the farm animals when the owners are out-of-town. He stated that type of use is not in the zoning regulations, so the Planning Commission drafted an amendment to the accessory building regulations to permit caretaker residential units in non-residential districts. The Planning Commission has approved the ordinance amendment for approval.

Motion by Smith, supported by Jacobs, to adopt Ordinance O-042814-1, Amendment to Accessory Building Regulations to Permit "Caretaker" Residential Units in Non-Residential District. Roll Call: Yes – Smith, Jacobs, Rhoades, Burton and Haga; No – 0; Absent – Proos and LeBlanc. Ordinance amendment adopted.

AMENDMENT TO PUD APPROVAL CONDITIONS FOR ADA HILLSIDE CENTER, TO INCREASE LIMIT ON ALLOWABLE SQUARE FOOTAGE OF RESTAURANT USES IN THE PUD

Planning Director Jim Ferro stated in the PUD Plan there is a limit of 5,000 square feet of floor area that may be used for restaurant use, and the owners have submitted a PUD Amendment requesting elimination of this limit. He stated the Planning Commission has recommended increasing the limit to 7,500 square feet.

Motion by Jacobs, supported by Burton, to approve Resolution R-042814-2, Amendment to PUD Approval Conditions for Ada Hillside Center, to Increase Limit on Allowable Square Footage of Restaurant Uses in the PUD, in the amount of 7,500 square feet. Roll Call: Smith, Jacobs, Rhoades, Burton, and Haga; No – 0; Absent – LeBlanc and Proos. Resolution adopted.

KENT COUNTY ROAD COMMISSION WORK ORDER-ROUNDTREE LANE AND GREENTREE LANE, MILL AND PAVING

Supervisor Haga stated this is one of the projects that the Kent County Road Commission is matching 50% of the funds in the amount of \$100,250.00, with Ada Township's cost at \$100,250.00.

Motion by Smith, supported by Jacobs, to approve the Kent County Road Commission Work Order-Roundtree Lane and Greentree Lane Mill and Paving. Motion carried.

ADA PARK TENNIS COURT REPAIR

Parks Director Mark Fitzpatrick stated as a result of the harsh winter there is a lot of repair that needs to be completed on the tennis courts. The plan is to completely re-do the tennis courts within the next few years, but for now just the cracks will be repaired. He stated estimates were received from five companies, and it is recommended to accept the proposal from Pro Surfaces, in the amount of \$8,723, to repair and paint the crack areas in the courts.

Motion by Rhoades, supported by Smith, to approve the Ada Park Tennis Court Repair recommendation to contract with Pro Surfaces, in the amount of \$8,723. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:05 p.m.

Susan Burton, CMC
Ada Township Clerk

Date

RS/dr