

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

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee Proos, Trustee Westra, and Trustee Smith. Also present: Planning Director Jim Ferro, Park Director Mark Fitzpatrick, Recording Secretary Dorothy Renegar, and 10 community members. Absent: Trustee LeBlanc (arrived at 7:45).

**APPROVAL OF AGENDA**

Supervisor Haga noted the tentative Agenda with three additions: under Communications, No. 5 Household Hazardous Waste Collection Day, Saturday, July 14, 2012; under Approval of Warrants, C. Hall Street Construction Project Pay Estimate Report #1; and under New Business, C. 4950 Knapp Street Property Acquisition.

**Motion by Proos, supported by Smith, to approve the Agenda as amended. Yes – 6; No – 0; Absent – 1. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

**Approval of Minutes**

June 25, 2012 Regular Board Meeting

**Receive and File Various Reports/Communications**

1. Kent County Solid Waste Management Plan Amendment/Public Comment Extension-6/18/12; 2. FY 11/12 Audit Information-7/2/12; 3. MTA Legislative Update Fax-6/22/12; 4. Fire Call Report-6/12; 5. Household Waste Collection Day, Saturday, July 14, 2012.

**Motion by Westra, supported by Proos, 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 receipts in the following amounts: Hand Checks: #101 \$27,917.19; #205 \$1,264.17; #208 \$235.01; #248 \$50.00; #590 \$233.44; #591 \$240.97; #592 \$36.49; total all Hand Checks: \$29,976.37. He then stated No. 25, Commerce Corp., should be removed from the Warrants, and they now amount to: #101 \$34,788.96; #205 \$43,225.31; #208 \$6,471.52; #211 \$16,952.85; #213 \$2,045.77; #590 \$106,155.21; #591 \$132,400.14; #592 \$1,460.12; Total Warrants: \$343,150.30. Total All Checks and Warrants: \$373,126.67. **Moved by Proos, supported by Smith, to approve the Warrant Report for July 9, 2012, in the total amount of \$373,126.67. Roll Call: Yes – Westra, Smith, Rhoades, Proos, Burton and Haga; No – 0; Absent – LeBlanc. Motion carried.**

**APPLICATION #4 PARK PLAYGROUND IMPROVEMENT PROJECT (FINAL)**

Wesley Steer, O'Boyle Cowell Blalock & Associates, Inc. stated some changes needed to be made to the retaining wall, and it was not done until this Spring. He recommended payment of the balance due of \$10,181.00.

**Moved by Proos, supported by Smith, to approve Final Payment #4 to Twin Lakes Nursery in the total amount of \$10,181.00 to Georgetown Construction. Roll Call: Yes – Westra, Smith, Rhoades, Proos, Burton and Haga; No – 0; Absent – LeBlanc. Motion carried.**

**HALL STREET CONSTRUCTION PROJECT PAY ESTIMATE REPORT #1**

The estimate for the first payment total is \$30,739.77. The Township share is \$5,444.00, payable to Cascade Township as they are processing payment to the contractor. It was stated the project is moving well, and they have not heard of any issues or concerns.

**Moved by Smith, supported by Proos, to approve the First Installment on the Hall Street project in the total amount of \$5,444.00 for Ada Township's share, payable to Cascade Township. Roll Call: Yes – Westra, Smith, Rhoades, Proos, Burton and Haga; No – 0; Absent – LeBlanc. Motion carried.**

**PUBLIC COMMENT**

Deb Emery, 7534 Fase Street, asked if splash pads could be put in at Ada Park.

Mark Fitzgerald, Park Director, stated the biggest issue with splash pads, in addition to cost and maintenance, is that the two wells are almost at capacity for the bathrooms and the irrigation. He stated it is in the “dream” plans.

### **BOARD COMMENT**

Trustee Proos stated it is wonderful to drive over the new bridge. He thanked Supervisor Haga for his Supervisor’s Report. Proos asked if the Road Commission has researched whether some of the cost could be offset for the regrinding, etc. on Pettis. He made a comment about being pleased to see bicyclists using the bike path instead of the roads. Proos also thanked Supervisor Haga for his response to an email concerning a forum for candidates in the upcoming election, and maybe another one could be set for a time other than noon when it is difficult for residents to attend.

Trustee LeBlanc stated it’s great to have the bridge open but the surface seems very rough.

Treasurer Rhoades stated he and the Clerk want to assure the citizens that no money has been lost and dispel any rumors indicating that it was. He noted the letter which stated the general ledger errors were unintentional mistakes and will be corrected through audit adjustments.

Trustee Smith stated we are not used to so many people using the crosswalks, but with the trails there are more people crossing and drivers are not yielding to pedestrians and bicyclists. She asked if some kind of notice could be put out about that, perhaps in the AdaView.

Trustee Westra stated he has received questions as to why we are paving both sides of Hall Street. He noted that on the MTA website there is an eCities project for townships to take part in the University of Michigan-Dearborn Initiative to help townships with their e-communications, social media, and networking. Westra stated there are grants available for farmer’s markets, which he forwarded to the Market Director, Bob Kullgren. He stated he had complaints from parents that their children in the bike portion of the 4<sup>th</sup> of July parade were taken out of the parade before they could see them. Finally, he had preliminary information showing the township failed the 2011 audit.

Supervisor Haga stated the Township didn’t fail the audit, and that is a serious accusation that needs to be responded to.

Trustee Westra went on to explain the reasons for his concern about the results of the as yet uncompleted audit report. He stated in 2011 and 2012 we had material weaknesses which are the most significant type of audit finding, other than fraud.

Supervisor Haga stated on June 14 there was a medical response on the Ada Drive boardwalk section of the trail, and since then the trail has been repaired. He stated a claim was received from the family and it is being processed through the insurance company. Haga stated Pettis Avenue from Egypt Valley to the Forest Hills Eastern driveway is closed to through traffic beginning today for crushing and paving by July 25, and restoration and stripping should be completed by August 3. He also stated pump #1 at the solar lift station failed, and advertising for bids for repair will be August 7 to hopefully have the project done in September, at an anticipated cost of \$4,950.00.

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

#### **ADA PARK PARKING AND TRAIL IMPROVEMENT CONTRACT**

Mark Fitzpatrick, Parks Director, stated as part of the ongoing revision of the Master Plan, and the many events happening at Ada Park, there is need for additional parking, and the handicapped access trail through the woods and the trail around the gazebo all need to be repaired.

Wesley Steer, O’Boyle, Cowell, Blalock & Associates, Inc. stated one other component is the universally accessible path and the benches from the existing playground and picnic area. He stated they were able to include additional evergreens and deciduous trees near the parking area. Steer stated the four bids received were from: Katerberg VerHage for \$93,300, D.E. Development for \$135,250, Apex Contractors for \$132,000, and TJM Services, LLC for \$118,140. He stated they recommend Katerberg VerHage be awarded the contract for \$93,300. Also he stated they hope to sign contracts tomorrow, and the contractor will begin work in the next couple of weeks to be completed by August 24.

**Moved by Smith, supported by Westra, to approve the contract for the 2012 Ada Park Parking and Trail Improvements with Katerberg VerHage in the amount of \$93,300. Yes – 7; No – 0; Absent – 0. Motion carried.**

## **NOISE ORDINANCE VARIANCE-MDOT PROJECT M-21 FROM GRAND RIVER DRIVE EASTERLY TO GRAND RIVER**

Jim Ferro, Planning Director, stated the Michigan Department of Transportation plans to mill and resurface M-21 between Grand River Drive east to the bridge over the Grand River. He stated they plan to do the work at night to minimize traffic disruption, and they are requesting an exception from prohibiting night-time construction activity. Ferro stated the request is for the period from August to October 2013, pending bidding and scheduling of the project.

**Motion by Westra, supported by LeBlanc, to approve the Noise Ordinance Variance for the MDOT Project for M-21 from Grand River Drive Easterly to the Grand River. Yes – 7; No – 0; Absent – 0. Motion carried.**

## **4950 KNAPP STREET PROPERTY ACQUISITION**

Jim Ferro, Planning Director, stated the Open Space Advisory Board has been working for two years on a contract to acquire a one acre property at the southeast corner of Knapp Street and Grand River Drive. He stated the home was used as a beauty salon, and years ago it was a gas station site, and as a result has some environmental complications. Ferro stated they negotiated a purchase price of \$58,000, which includes demolition of the home and restoration of the site proposed to be shared with the Kent County Road Commission. He stated the Road Commission is interested in additional right-of-way at the intersection, 17 feet on each road frontage, and a clear vision triangle with sides 150 feet long at each corner. Ferro stated a cross-sharing was agreed upon, with the county paying 30% of the purchase price including related closing costs, 50% cost splitting between the Township and the Road Commission of the environmental due diligence cost, as well as removal of two underground fuel tanks on the property, and all the closure requirements of the Michigan DEQ. He stated the Road Commission would assume 100% of the cost of demolition and site restoration.

Jim Ferro stated another aspect of the project is the proposed financing sources for the Township's share of the project cost, with 58% of the Township's share to be funded from the Open Space Preservation Fund and 42% from the Township's General Fund. He stated the Township's total share of the cost would be \$50,768, and County's share would be \$37,137. Also he stated, if the Township's share is divided between the Open Space Preservation Fund and the General Fund, the General Fund's share would be \$21,322, and the Open Space Preservation Funds share would be \$29,445.

**Moved by Proos, supported by LeBlanc, to approve Acquisition of the property at 4950 Knapp Street in the amount of \$58,000 in accordance with the split with the Kent County Road Commission and the Township, with Townships share not to exceed \$51,000, and concur with the 58-42 split between Open Space Preservation Funds and General Funds. Roll Call: Yes – Proos, Smith, LeBlanc, Burton, Rhoades, Haga; No – Westra; Absent – 0. Motion carried.**

There was discussion by the Board that safety was the main concern, and that demolition should start as soon as possible.

Jim Ferro stated our goal is to extend the trail in both directions on Knapp Street to connect with the Grand Rapids Township trail. He stated the property will also be used in the future for our trail project, and as was determined by the Open Space Advisory Board there is benefit to the Township of a better aesthetic appearance at the intersection. Ferro stated if there is contaminated soil found we are not responsible for cleaning it up.

Supervisor Haga stated this is the same due diligence process we went through with Roselle Park that, in effect, with the DEQ and the environmental laws, protects the Township.

Planning Director Ferro stated our obligations under the environmental law are to remove the tanks, test the soil to determine whether there has been any petroleum released, and if so our obligation is to prepare a baseline environmental assessment documenting the existing conditions, and prepare a due-care response plan which identifies steps we will take to protect against making the conditions worse or exposing the public to any hazard.

Betty Jo Crosby, Grand River Drive, Chair of the Open Space Advisory Board, stated they had discussed all of these issues over several months. She stated in consideration of the acquisition of the property they tried to envision what the ultimate finished usage of this property would be.

Arthur Kroon, 2194 Grand Valley Drive, stated there is a pond that doesn't freeze in the winter, and it is also littered with 55 gallon drums.

Planning Director Ferro stated the drums on the property were looked into, and they are located on the neighbors' property and are empty and used by their kids in play activity.

## **OPPORTUNITY FOR PUBLIC COMMENT**

Arthur Kroon, 2194 Grand Valley Drive, thanked the Board for a well done job and enjoyable July 4<sup>th</sup> Parade and activities. Also, he stated the financial statement shows the material weaknesses are ongoing issues, which has been going on for at least two years.

Mark Fitzpatrick, Parks Director thanked all the staff that helped out at the 4<sup>th</sup> of July event, along with Frank Hoover who put in many days of volunteering, and a lot of people really helped make it a great event.

Supervisor Haga stated it was a safe and enjoyable 4<sup>th</sup> of July, and the First Aid staff from the Fire Department was there to assist people who were over-come by the heat.

**ADJOURNMENT**

The meeting was adjourned at 8:51 p.m.

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Susan Burton  
Ada Township Clerk

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Date

RS/dr