

**ADA TOWNSHIP BOARD MEETING
MINUTES
JULY 11, 2011**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Trustees Smith, Westra, Proos, and Sytsma (arrived at 7:33), Recording Secretary Renegar. Also present: Planning Director Jim Ferro, and 8 community members. Absent: Treasurer Rhoades.

APPROVAL OF AGENDA

Motion by Proos, supported by Westra, to approve the Agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

June 27, 2011 Regular Board Meeting, and June 13, 2011 Corrected Minutes

Receive and File Various Reports/Communications

1. Fire Call Report-6/11/11; 2. Ada Township DDA Minutes-6/6/11; 3. Team N3K Kid-Trail Thank You Letter-6/27/11; 4. Region 8 Notes-7/11; 5. Association of Public Treasurers-Ada Township Deputy Treasurer Olszewski Certification; 6. Regis Minutes-5/25/11; 7. Eligibility for Status as a Charter Township. **Motion by Westra, supported by Proos, to approve the Reports and Communications under the Consent Agenda. Yes – 6; No – 0; Absent – 1. Motion carried.**

APPROVAL OF WARRANTS

TOWNSHIP WARRANTS

Clerk Burton reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$5,509.98; #205 \$772.41; #208 \$1,413.53; #590 \$4,251.41; #591 \$1,868.86; #592 \$567.70; #701 \$1,418.97; Total all Hand Checks: \$15,802.86; ACH: #248 \$115.00; Warrants: #101 \$53,602.23; #205 \$26,533.61; #208 \$7,320.60; #213 \$1,249.42; #248 \$452.25; #590 \$124,216.57; #591 \$110,067.60; #592 \$1,670.23; Total Warrants: \$325,112.51. Total All Checks and Warrants: \$114,730.89. **Moved by Smith, supported by Proos, to approve the Warrant Report for July 11, 2011, in the total amount of \$341,030.37. Roll Call: Yes - Smith, Westra, Proos, Sytsma, Burton, and Haga; No – 0; Absent – Rhoades. Motion carried.**

There were questions amongst the board concerning Integrity Tree Services who removed trees at the Villas of Ada site, AT&T phone service costs for the township, and an invoice from Miller Johnson Snell & Cumiskey for development of the Medical Leave Policy.

Public Comment

None.

PAYMENT NO. 1 - ADA DRIVE SANITARY SEWER FORCE MAIN-7/5/11

Supervisor Haga noted this is payment No. 1 to Georgetown Construction in the amount of \$144,219.51 for the sewer force main project. Beginning on the 18th there will be a second crew starting near Ada Elementary School and coming downtown to the Village.

Motion by Proos, supported by Westra, to postpone action on Payment No. 1 to Georgetown Construction in the amount of \$144,219.51 due to the engineer not being present to answer questions. Yes – 6; No - 0; Absent – 1; Motion carried.

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee Westra commented on the amount of mold on the water tower and whether that should be looked at.

Supervisor Haga stated the tank will be inspected this fall, both interior and exterior, which is done before it is painted. He intends to make a capital improvements project for the painting, so nothing is anticipated for cleaning of the mold.

Trustee Westra suggested adding a Township logo to the water tower when it is painted. He asked if we could coordinate with Forest Hills Public Schools to open their drive that goes to Hall Street so it could be used as a pass-thru detour instead of going the long way around during the force main project construction.

Supervisor Haga stated because we are dealing with a public road, and the school drive is private property, he's not sure that we can, and the liability exposure would be big.

Trustee Westra commented on the spike in petty larceny and asked what the East precinct is doing about it.

Supervisor Haga stated they are probably patrolling, alerting, and requesting the public to make note of and call with any strange events happening. He is working on an article about this for the next AdaView.

Trustee Westra noted the online Master Plan Survey did not ask for any specific address, phone number, or email information from those completing it, and stated this would be a great opportunity to gather that information. He asked how we control the statistical viability of the survey when we don't know if there are people completing the survey several times.

Planning Director Ferro stated we do not control that on either the online or the printed version. Since we mailed the survey with the property tax bill there was only one sent to each household in the township, and we encouraged people to make copies or use the online version for other adults in their household.

Trustee Westra noted there was no question regarding the parks on the south side of the Township.

Ferro stated that was specifically addressed in the Parks & Recreation Survey that was done several months ago. For this survey it was the Planning Commission's intent to retain as much of the previous survey as is still relevant, and some geographic and demographic questions were removed in order to cut down the number of pages in the survey. It went from eight 8-1/2 x 11 sheets down to four 8-1/2 x 11 sheets in order to keep the postage cost down. The survey was done in a very short time frame. Within one week a version of the survey had to be to the printer.

Trustee Westra stated there were no questions pertaining to the village area where a considerable amount of time, energy and money was spent regarding the Charrette.

Ferro stated there were several items that do relate to the village and the Charrette process, for example asking people to rank the importance of different kinds of public facilities and services.

Trustee Westra stated there is a discussion forum on the web site that is underutilized. He would like to see people use this discussion forum to dialogue more about these subjects and contribute ideas to us.

Trustee Smith noted the speed board on Alta Dale was put in the wrong place, so the results might not be accurate when we get them. Also the Ada detour sign on Alta Dale going to M21 should be changed to show right and left turns.

Supervisor Haga stated there will be new signs going up on the 18th.

NEW BUSINESS

RESOLUTION R-071111-1, APPLICATION FEE TO RECOVER THE COSTS INCURRED BY THE TOWNSHIP IN PROCESSING AN APPLICATION FOR AN INDUSTRIAL EXEMPTION CERTIFICATE

Supervisor Haga stated this resolution is under PA 198, and this is a request to amend our resolution on fees and charges for an application for an industrial exemption certificate. We are asking for a flat fee of \$1,500.

Ferro stated the language in the statute PA 198 authorizes local governments to charge a fee to recover the costs to process an application for an industrial exemption certificate, but places a limit on the amount of that fee to the lesser of the actual costs incurred to process an application or 2% of the taxes abated over the life of the certificate. In almost all cases the actual costs are going to be less than the costs during the entire life of the certificate.

Motion made by Proos, supported by Sytsma, to approve R-071111-1, Resolution to Adopt a Fee for the Industrial Exemption Certificate Application Process in the amount of \$1,500. Roll Call: Yes - Smith, Sytsma, Proos, Burton, and Haga; No – Westra; Absent – Rhoades. Resolution adopted.

Trustee Smith questioned if this fee was for one certificate or if it was for all, and if it is for all then she doesn't understand the \$1,500 being specified.

Supervisor Haga stated that like any other fees, there is one fee established for a project, such as burial fees, or zoning fees, and there is one fee that is applicable to all those applications. In this case, if our application processing costs are less than \$1,500, we will return the amount of the difference.

Trustee Westra stated he would be interested in knowing what our actual costs are for processing.

Supervisor Haga stated he did a survey of fees charged by other communities such as Plainfield, Grand Rapids, Byron, Alpine, Cannon and Clinton, noting their charges are all over the board. He thinks there should be reasonableness in charging these fees because we want to maintain a level of positiveness and growth in the community, and so would want to be careful of setting the fee too high.

Ferro noted that he found, in looking at fees from other areas, that most of them charged a flat fee which seems to fly against what the statute says. But he speculated what's most important to most applicants is knowing what they're going to be paying.

Motion by Smith, supported by Westra, to amend #1 of the Resolution to state “the application fee shall not exceed the actual cost incurred by the local governmental unit in processing the application or 2% of the total property taxes abated, whichever is less.” Roll Call: Yes - Smith, Westra; No – Sytsma, Proos, Burton, and Haga; Absent – Rhoades. Amendment defeated. With Amendment to Resolution R-071111-1 defeated, Resolution R-071111-1 adopted as originally presented.

2011 TAX RATE REQUEST

Supervisor Haga stated a public hearing was held on the budgets. When we adopted the budget it was based on the taxable value estimated at that time of \$883 million, and the actual taxable value was \$886,962,359. The rates he used for Operating was .9144 and the maximum allowed is .9165; Fire/Police amount used was .9955 and the maximum allowed is .9955; Parks amount used was .2442 and the maximum allowed is .2448; Parks and Open Space amount used was .2954 and the maximum allowed is .3963; Non-Motorized Trails amount used was .4965 and the maximum allowed is .4977. He recommended using the maximum allowable millages without truth in taxation hearing.

Motion by Smith, supported by Burton, to adopt the Maximum Allowable Millages Without Truth in Taxation Hearing, which is .9165 for Operating, .9955 for Fire/Police, .2448 for Parks, .3963 for Lands/Parks, and .4977 for Trails. Yes – 6; No – 0; Absent – 1. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Susan Burton
Ada Township Clerk

RS/dr