

**ADA TOWNSHIP BOARD MEETING
MINUTES
JULY 25, 2011**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustees Smith, Westra, Proos (arrived at 7:37), and Recording Secretary Renegar. Also present: Planning Director Jim Ferro, and 8 community members. Absent: Trustee Sytsma.

APPROVAL OF AGENDA

Supervisor Haga stated he had one item to add under New Business, E: Vander Ploeg & Lanning, for Town Hall air conditioning/heating unit malfunction. **Motion by Smith, supported by Rhoades, to approve the Agenda as amended. Yes – 6; No – 0; Absent – 1. Motion carried.**

Supervisor Haga then asked for a motion to proceed into the public hearing. **Motion by Smith, supported by Rhoades, to move into the public hearing regarding the Access Business Group IFT Application. Yes – 6; No – 0; Absent – 1. Motion carried.**

**PUBLIC HEARING – ACCESS BUSINESS GROUP INDUSTRIAL FACILITIES
TAX EXEMPTION APPLICATION**

Eric Van Dellen, Access Business Group, presented the application for the IFT tax exemption certificate. The project is an expansion and relocation of the existing service center on Spaulding Road. The facility will require acquisition and installation of conveyors, pick lines, and fulfillment equipment. It will be all new equipment. The construction also includes a new cafeteria and office area to accommodate the new employees. This service center will have the capacity to ship over 400,000 orders per month and 45,000 orders on a peak day. It will help retain 174 positions here in Ada. They plan on spending \$8 million dollars, and most of the money will be spent on the infrastructure.

Trustee Westra had questions related to where software and equipment purchases were being made, and also where the 174 jobs would go should the application not be approved.

Eric Van Dellen answered that he doesn't know from where the software and equipment are being purchased, and the 174 jobs would most likely not exist in the Ada location if the application is not approved.

There was no public comment.

Motion by Proos, supported by Smith, to close the Public Hearing. Yes – 5; No – 1; Absent – 1. Motion carried.

Supervisor Haga stated he would like to move forward to item A in New Business.

**RESOLUTION R-072511-1, RESOLUTION TO APPROVE AN INDUSTRIAL FACILITIES TAX EXEMPTION
CERTIFICATE FOR ACCESS BUSINESS GROUP LLC.**

Motion by Smith, supported by Proos, to adopt Resolution R-072511-1, Resolution to Approve an Industrial Facilities Tax Exemption Certificate for Access Business Group, LLC, for personal and real property for 12 years beginning in 2012. Roll Call: Yes - Smith, Proos, Rhoades, Burton, and Haga; No – Westra; Absent – Systma. Resolution adopted.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

July 11, 2011 Regular Board Meeting

Receive and File Various Reports/Communications

1. Building Permit Report-6/11; 2. Investment Report-5/11; 3. Ethics Board Minutes-4/18/11; 4. Zoning Enforcement Activity-4/1/11-6/30/11; 5. Building Permit Summary for First Half 2011; 6. AT&T Cellular Antenna Installation-FHE Neighbors-7/8/11; 7. Utility and Road Construction Project Schedule-Revised July 8, 2011; 8. Open Space Advisory Board Minutes-6/9/11; 9. Utility Advisory Board Minutes-6/16/11; 10. Moore & Bruggink-Sanitary Sewer Forcemain Project Update-2-7/11. **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

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Rhoades reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$7,279.49; #205 \$1,168.23; #208 \$423.46; #248 \$50.00; #590 \$111.96; #591 \$111.96; #592 \$4.57; Total all Hand Checks: \$9,149.67; Warrants: #101 \$61,242.09; #205 \$2,719.93; #208 \$5,193.98; #211 390.20; #213 \$210.00; #248 \$388.08; #590 \$148,708.86; #591 \$151,577.28; #592 \$5,062.56; Total Warrants: \$375,492.97. Total All Checks and Warrants: \$384,642.64.

Moved by Smith, supported by Proos, to approve the Warrant Report for July 25, 2011, in the total amount of \$384,642.64. Roll Call: Yes - Smith, Westra, Proos, Rhoades, Burton, and Haga; No – 0; Absent – Sytsma. Motion carried.

PAYMENT NO. 1 - ADA DRIVE SANITARY SEWER FORCEMAIN

Steve Groenenboom, Engineer from Moore & Bruggink, stated construction payments 1 and 2 are now due, and include the first four weeks of construction. Everything is on schedule as submitted previously. Pay estimate #1 is for the first two weeks in the amount of \$144,219.51.

Motion by Proos, supported by Burton, to approve payment to Georgetown Construction for Contractor's Application for Payment No. 1, Ada Drive Sanitary Sewer Forcemain, in the amount of \$144,219.51. Roll Call: Yes – Westra, Proos, Smith, Rhoades, Burton and Haga; No – 0; Absent – Sytsma. Motion carried.

PAYMENT NO. 2 - ADA DRIVE SANITARY SEWER FORCEMAIN

Steve Groenenboom, Engineer, stated payment #2 is for the second two week period in the amount of \$151,848.00.

Motion by Westra, supported by Rhoades, to approve payment to Georgetown Construction for Contractor's Application for Payment No. 2, Ada Drive Sanitary Sewer Forcemain, in the amount of \$151,848.00. Roll Call: Yes – Proos, Smith, Westra, Burton, Rhoades and Haga; No – 0; Absent – Sytsma. Motion carried.

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee Westra commented on people parking on the trail in various places. Personally witnessed it near Roselle Park. Also, asked if there had been any follow-up on using the drive at Forest Hills Public Schools as a pass-thru detour.

Supervisor Haga stated, regarding the detour, that after reviewing the discussion held at the last meeting, did not feel it was feasible, so did not follow up.

Trustee Smith stated she lives in the area of Ada Drive that is closed, and has noted cars flying through the construction detour, and it seems some of the signs are not placed in the right spots.

Supervisor Haga stated Ada Drive is closed from Thornapple River Drive to Fox Hollow. He stated he will continue to work on the signage.

Clerk Burton stated the Adaview will be coming out September 1 and the due date for articles is Friday, the 29th. Also, Clean-Up Day for the fall will be October 15, and leaf pick-up days will be October 25 and November 15.

Trustee Proos asked how many complaints there had been regarding the construction.

Supervisor Haga stated he only had one phone call from Adacraft.

Trustee Proos asked if there had been any discussion on the bridge project because the temporary bridge is in terrible condition and there is still a long time to go that we will be driving on that bridge.

Supervisor Haga stated there are discussions going on about the surfacing on the temporary bridge. As far as the project getting done earlier, it is still May-June of next year. But they are looking at what to do, what to treat, and when to treat the temporary bridge.

Trustee Proos also asked if there had been any complaints from Grand Valley residents. He had three people ask him what the Township has done to their water pressure.

Supervisor Haga stated no, but will check it out.

Trustee Westra stated he responded to an email from a resident asking what could be done regarding bike traffic in the area of Fase Street and Thornapple. He suggested the Clerk have a section in the Adaview where there would be discussion regarding topics people would like us to take a look at, and potentially provide links to the online discussion forum so more people could be engaged in talking about some of these things.

NEW BUSINESS

SPAULDING AVENUE SANITARY SEWER FORCEMAIN

Steve Groenenboom, Engineer, stated the Spaulding Avenue Forcemain is a baby version of the Ada Drive Forcemain. The Spaulding Avenue Forcemain is a 6 inch diameter forcemain that services about 150 customers, and the average flows into the lift station peak at 250 gallons per minute. The pumps are on about 6 minutes an hour, pump about one-half mile, and about 30,000 gallons of sewage a day. It was discovered there was a leak and the DEQ reported the areas of the forcemain that require additional direct examination and repair. There are several options for this work and it was determined the best option, Option #2, would be to repair the southerly 400 feet (the section under Cascade Road) and the northerly 800 feet (the section from Ada Drive to Woodmeade) with an Insitu-Form lining in the existing forcemain. The estimated cost for this is \$110,000, with repair work to begin on September 6 and be completed by October 15.

Motion by Proos, supported by Burton, to approve putting out for bid Option #2 for the Spaulding Avenue Sanitary Sewer Forcemain repairs in the amount of \$110,000 with the schedule as presented in the letter of July 18, 2011 from Moore & Bruggink, Inc. Yes – 6; No – 0; Absent – 1. Motion carried.

CONTRACT FOR DEMOLITION OF HOME AT 6230 GRAND RIVER DR. NE

Planning Director Ferro stated they are ready to proceed with demolition of the home on 2-1/2 acres that the Township purchased with Open Space Preservation funds at 6230 Grand River Drive. Four bidders attended the required Pre-Bid Conference on the project site, and three submitted bids. The low bidder is Earthworm Dozing from Lowell with a bid of \$4,950. The completion date will be 30 days from signing of the contract. Included in the demolition and landscape restoration is an asbestos inspection that's required by the state, and which a subcontractor, a licensed asbestos inspection service, will do.

Motion by Proos, supported by Rhoades, to contract with Earthworm Dozing, Lowell, MI for demolition of the home at 6230 Grand River Drive NE, in the amount of \$4,950. Yes – 6; No – 0; Absent – 1. Motion carried.

TRUSTEE SYTSMA RESIDENCY-OPPORTUNITY TO BE HEARD

Supervisor Haga stated the Admin committee discussed what should be done next if Trustee Sytsma did not attend the meeting. Based on information from the township attorney, there are two actions that could be taken: (1) to declare the office held by Sytsma to be vacant as a result of the Township's inability to verify residency in Ada Township as required by statute, and requested several times. Trustee Sytsma was provided an opportunity to be heard at this Board meeting regarding her status as a resident of Ada Township; (2) would be to postpone action and to direct the supervisor to prepare a final communication and clearly indicate to Trustee Sytsma that her position would be declared vacated should satisfactory evidence if Ada Township residency is not provided by August 8, 2011, the next board meeting.

Trustee Proos stated that although Trustee Sytsma has struggles and issues to overcome, we have a Township to run and there are laws that we need to follow. She has worked very diligently for the Township over the years on many committees, and has done a very good job.

Motion by Proos, supported by Smith, to postpone action and direct the supervisor to prepare final communication and clearly indicate to Trustee Sytsma her position would be declared vacated should satisfactory evidence of Ada Township residency not be provided by August 8, 2011, the next board meeting. Yes – 5; No – 1; Absent – 1. Motion as amended carried.

Treasurer Rhoades asked if at this time it would be better to send the letter registered, receipt required so we are all aware that she did receive it on a particular date.

Motion by Rhoades, supported by Smith, to amend the main motion to include sending the letter to Trustee Sytsma as certified mail. Yes – 6; No – 0; Absent – 1. Amendment to the main motion carried.

VANDER PLOEG AND LANNING HEATING & COOLING

Supervisor Haga stated one of the township air conditioning units went out today. The proposal gives two options: (1) to replace entire Carrier unit the township presently has, in the amount of \$4,900.00, including labor and materials; (2) replace the condenser coil which is not repairable for \$3,400.00, including labor and materials. Haga stated he treated this as an emergency "addition" to the agenda and waived any bidding processes in view of the heat and need for air conditioning in the office. He added that these units were replaced about 8 years ago.

Motion by Smith, supported by Burton, to approve the emergency replacement of one of the air conditioning units at the Town Hall in the amount of \$4,900.00, by Vander Ploeg and Lanning Heating & Cooling. Yes – 6; No – 0; Absent – 1. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Susan Burton
Ada Township Clerk

RS/dr