

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
OCTOBER 26, 2015**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Burton, Trustee LeBlanc, Trustee Proos, Treasurer Rhoades, Trustee Jacobs, and Trustee Smith. Also present: Fire Chief David Murray.

**APPROVAL OF AGENDA**

**Motion by LeBlanc, supported by Rhoades, to approve the Agenda. Motion carried.**

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

**Approval of Minutes**

October 12, 2015 Regular Board Meeting

Receive and File Various Reports/Communications

1. Planning Commission Minutes; 2. Treasurer's Investment Report-9/3/15; 3. Zoning Board of Appeals-8/4/15; 4. Park Director Report-10/9/15; 5. Ada/Cascade Fall Cleanup Report-10/15; 6. Salvation Army Communication Fall Cleanup-10/6/13; 7. Comcast Updste-10/12/15; 8. Utility Advisory Board Minutes-10/15/15; 9. Ada Historical Society Minutes-10/8/15; 10. Building Permit Trends-10/14/15; 11. DDA Minutes-10/12/15; 12. Hope Network Transit-9/15; 13. WMEAC-Fracking Communications-10/10/15.

**Motion by Proos, supported by LeBlanc, to approve the Minutes and Accept the Reports and Communications under the Consent Agenda. 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 \$617.13; #205 \$296.00; #208 \$122,547.75; #590 \$45.00; #591 \$45.00; #592 \$10.00; #701 \$1,031.70. Total all Hand Checks: \$124,592.58; Warrants: #101 \$47,895.16; #205 \$9,481.01 #208 \$15,588.80; #211 \$2,378.71 #590 \$9,472.03; #591 \$19,199.08; #592 \$5,198.94. Total Warrants: \$109,113.73. Total All Checks and Warrants: \$233,706.31.

**Motion by Proos, supported by Jacobs, to approve the Warrant Report of October 26, 2015 in the total amount of \$233,706.31. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Motion carried.**

**PUBLIC COMMENT**

None.

**BOARD COMMENT**

Clerk Burton stated this was her last Board meeting and she would miss it, "I think".

Supervisor Haga stated that speaking on behalf of the Board, they have all enjoyed working with Clerk Burton, and some of them are envious of her. "Thank you for your dedication to the Township, for the work that you have done, and enjoy your retirement."

**UNFINISHED BUSINESS**

None.

## NEW BUSINESS

### ADA TOWNSHIP CLERK APPOINTMENT

Supervisor Haga stated everyone had received a copy of an email he received that afternoon from Catherine Mullhaupt, Director of Member Information Services at MTA (Michigan Townships Association). I confirmed with the MTA legal counsel that "a Board member may choose to participate in deliberation and decisions regarding appointing a Township Board vacancy when a Board member is a candidate for that appointment. The Michigan election law does not prohibit a Board member from voting on the process of filling a Board vacancy, except if the Board member is the resigning official. Prior to their resignation taking effect, that is the only person who cannot participate in the appointment process." ... "MTA counsel have advised the same would apply to a current non-resigning Board member being involved in the deliberations as those involving other candidates." He stated he also had conversation with the Township legal counsel; he has reviewed the adopted procedures for selection and appointing of a new Township Clerk, and found that the board's procedure was defensible and is in order. Counsel did recommend the final selection of the two candidates chosen by the Board be re-tallied.

Trustee Smith stated "...it has been awkward, but I have continued to do my best to serve this community. I'm appalled and offended at anonymous accusations that I and/or the township has performed illegally and unethically. Although nothing requires me to do this, I would request to recuse myself."

**Motion by LeBlanc, supported by Jacobs, to approve the recusal/conflict of interest as indicated by Trustee Smith. Motion carried.**

Re-tally: Trustee LeBlanc: thought these final two candidates were well qualified – Trustee Smith, Lisa Verburg; Trustee Proos: Jackie Smith, Lisa Verburg; Treasurer Rhoades: Lisa Verburg, Brandon Holmes; Trustee Jacobs: Jackie Smith, Janine Riemersma; Trustee Smith: recused; Supervisor Haga: Jackie Smith, Lisa Verburg.

Total: Jackie Smith – 4; Lisa Verburg – 4; Brandon Holmes – 1; Janine Riemersma – 1.

**Motion by Proos, supported by LeBlanc, to appoint Jackie Smith to the new vacated position of Township Clerk. Motion carried.**

### TOWNSHIP OFFICE AND FIRE STATION 2 EXTERIOR IMPROVEMENT CONTRACT APPROVAL

Joseph Grochowalski, Omega Architects, stated three bids were received for redoing the exterior of the Township Hall and Fire Station #2. He then explained the changes that would be made to each building. He stated he recommends All Weather Seal of West Michigan with a bid of \$60,713.00, and also recommends the Township Board budget an additional contingency of 20%, which would be \$12,143.00, for a total project budget of \$72,856.00.

**Motion by Proos, supported by LeBlanc, to approve the base bid of \$60,713.00 with All Weather Seal of West Michigan without a contingency, and major changes would have to come back to the Township Board for approval. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Motion carried.**

Trustee LeBlanc asked if the changes to the exterior of the Township office would comply with the form base code design standards.

### STREET LIGHT POLE GARLAND PURCHASE

Supervisor Haga stated he received three quotes for 56 new garlands for the light poles. He recommended purchase of 56 garlands from Display Sales for a total of \$6,311.00. Also, he stated the Board may want to consider installing garlands on the new Headley Street, which would be 35 garlands at a cost of \$3,944.50.

**Motion by Proos, supported by Rhoades, to approve the purchase of 56 garlands from Display Sales, at a cost of \$6,311.00, plus the proposed 35 garlands for Headley Street, at a cost of \$3,944.50, for a total of \$10,255.50. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Motion carried.**

### PLANNING COMMISSION APPOINTMENT

Supervisor Haga stated he recommends Jacob Heglund to fill a vacancy in the Planning Commission, with a term ending October 2017.

**Motion by Jacobs, supported by Burton, to appoint Jacob Heglund to fill the vacancy on the Planning Commission, with a term ending October 2017. Motion carried.**

**RESOLUTION R-102615-1, DELINQUENT WATER AND SEWER CHARGES**

Supervisor Haga stated we have delinquencies in both water and sewer utility charges in the amount of \$5,137.72.

**Motion by Rhoades, supported by Proos, to approve Resolution R-102615-1, Delinquent Water and Sewer Charges, which will be applied to the 2015 Winter Tax bill being sent December 1, 2015. Roll Call: Yes – Smith, Jacobs, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Resolution adopted.**

**RESOLUTION R-102615-2, SANTA PARADE ROAD CLOSURE**

Fire Chief David Murray stated this is a request to close roads in the village for the Santa Claus Parade on December 5, 2015 from 11:00 a.m. to 12:00 p.m. He stated this year Mrs. Claus will be at the fire station.

**Motion by Jacobs, supported by Rhoades, to approve Resolution R-102615-2, Santa Parade Road Closure on Saturday, December 5, 2015, from 11:00 a.m. to 12:00 p.m. Roll Call: Yes – Smith, Jacobs, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Resolution adopted.**

**OPPORTUNITY FOR PUBLIC COMMENT**

Stephanie Mabie, Kent County Water Conservation, stated there is a FLOW package which is being offered by the Wege Foundation. The FLOW organization works with local government on protection against high volume hydraulic fracking. She stated the grant being offered by the Wege Foundation ends in December, but if they get a commitment from Ada's Board, they will ask for an extension.

Ann Marie Hurdle, West Michigan Environmental Action Council, stated they do research on fracking in order to protect the land and environment. She stated FLOW is a wonderful organization to work for, and it's tailored to what your community needs. We work to protect against ancillary effects, fracking, or oil and gas industries.

**ADJOURNMENT**

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,

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Susan Burton, CMC  
Ada Township Clerk

RS/dr