

**ADA TOWNSHIP BOARD MEETING
MINUTES
OCTOBER 24, 2011**

Meeting was called to order by Supervisor Haga at 7:30 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee LeBlanc, Trustee Proos, Trustee Smith, Trustee Westra, and Recording Secretary Renegar. Also present: Planning Director Jim Ferro, Fire Chief Jim DuVall, Park Director Mark Fitzpatrick, and 3 community members.

APPROVAL OF AGENDA

Supervisor Haga presented an addition to the Agenda: under General Township Business B. 8. Supervisor Report of October 18, 2011. **Motion by Smith, supported by Rhoades, to approve the Agenda as amended. Yes – 7; No – 0; Absent – 0. Motion carried.**

**PUBLIC HEARING – ACCESS BUSINESS GROUP
APPLICATION FOR INDUSTRIAL FACILITIES
TAX EXEMPTION CERTIFICATE UNDER PA 198**

Supervisor Haga asked for a motion to proceed into a public hearing. **Motion by Proos, supported by Burton, to move into a Public Hearing. Yes – 7; No – 0; Absent – 0. Motion carried.**

Supervisor Haga stated that pursuant to PA 198 of 1974 Access Business Group is applying for an Industrial Facilities Tax Exemption Certificate for Buildings 25 and 31 located at 7575 East Fulton Street, Ada Township. He stated the application is for \$15,356,035 for Real Property costs and Personal Property costs in the amount of \$6,400,700, total application for \$21,756,735. Eric VanDellen was present to make the presentation.

Eric VanDellen, representing Access Business Group, division of Alticor, stated this project is development of a 119,000 square foot powdered drink facility, which consists of constructing a three-story tower within the existing shell of Building 31, and includes upgrades to warehousing, docking and infrastructure as required for this manufacturing plant. The facility will produce four to five nutritional powdered drink products, branded under Nutralite, for the nutritional Products Division.

VanDellen stated the tower structure in Building 31 will have three floors for raw material transfer with the powder starting on the top floor and ending in the packages on the first floor. The process in the main facility will utilize six packaging filler lines with super stock unloading stations, packaging hoppers, blenders, weighers, scales, transfer blowers, dust collectors and screen filters, and the secondary process includes parts washing, drying, storage, and weigh-out. In addition, Building 25 will be renovated to consist of warehousing, staging, offices, conference and break room, locker rooms for the employees, and a quality assurance lab, both a chemical lab and microbiological lab. The walls are a very specialized material that can be washed down and sanitized. He stated this is the first food plant in Ada, and they are going to set this plant apart from their other plants to make this a showcase for their facility.

Eric VanDellen stated they are going to start by employing 50 people; jobs have been posted internally and they are beginning to interview people. They also need lab people, and people to deal with the logistics of the products. These positions will all be full time positions.

He stated they expect similar revenue with the current forecasted projections for these product lines, and wouldn't make this investment if they didn't see good possibilities for future growth. He stated the products are shipped around the world, so it's a great export opportunity also.

There was no public comment.

Motion by Rhoades, supported by LeBlanc, to close the Public Hearing. Yes – 7; No – 0; Absent – 0. Motion carried.

RESOLUTION R-102411-1, TO APPROVE INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE FOR ACCESS BUSINESS GROUP, LLC-9/4/11 APPLICATION

Motion by Smith, supported by Rhoades, to adopt Resolution R-102411-1, to Approve an Industrial Facilities Tax Exemption Certificate for Access Business Group, LLC, Application for a period of 12 years. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Resolution adopted.

AGREEMENT REGARDING GRANTING OF TAX ABATEMENT CERTIFICATE TO ACCESS BUSINESS GROUP, LLC

Supervisor Haga stated this agreement is for granting a tax abatement certificate to Access Business Group, LLC in accordance with Resolution R-102411-1 for real and personal property for 12 years.

Motion by Proos, supported by LeBlanc, to approve the Agreement Granting a Tax Abatement Certificate to Access Business Group, LLC, for a period of 12 years, for the real and personal property. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Resolution adopted.

RESOLUTION R-102411-2, READOPTING OF RESOLUTION R-072511-1, APPROVING INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE FOR ACCESS BUSINESS GROUP, LLC

Supervisor Haga stated this agreement was originally adopted by the Board in July 2011, and the State returned the Resolution because it was missing the last sentence in paragraph 3: "The aggregate SEV of real and personal property exempt from ad valorem taxes within Ada Township, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of Ada Township, plus the SEV of personal and real property thus exempted."

Motion by Rhoades, supported by Smith, to adopt Resolution R-102411-2, Readoption of Resolution R-072511-1, Approving Industrial Facilities Tax Exemption Certificate for Access Business Group, LLC. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Resolution adopted.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

October 10, 2011 Regular Board Meeting

Receive and File Various Reports/Communications

1. Fire Call Reports-9/11; 2. Treasurer's Investment Report-8/11, 9/11; 3. Ada DDA Minutes-9/6/11; 4. GO! Bus Activity Report-9/11; 5. Open Space Preservation Advisory Board Minutes-8/11, 9/11; 6. Building Permit Trends-10/14/11; 7. Fall Cleanup Day-10/17/11; 8. Supervisors Report-10/18/11. **Motion by Proos, supported by Rhoades, to approve the Reports and Communications under the Consent Agenda, including No. 8 Supervisors Report. Yes – 7; No – 0; Absent – 0. 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 \$7,736.37; #205 \$240.38; #208 \$56,747.21; #590 \$76.83; #591 \$277.86; #592 \$17.07; Total all Hand Checks: \$65,095.72; Warrants: #101 \$39,753.44; #205 \$62,966.93; #208 \$7,298.44; #211 \$85,055.73; #213 \$5,212.07; #590 \$180,006.62; #591 \$153,694.58; #592 \$3,150.84; Total Warrants: \$537,138.65. Total All Checks and Warrants: \$602,234.37. **Moved by Proos, supported by Burton, to approve the Warrant Report for October 24, 2011, in the total amount of \$602,234.37. Roll Call: Yes – Westra, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Motion carried.**

PAY APPLICATION NO. 2 ADA PARK PLAYGROUND PROJECT

Wes Steer, OCBA Landscape Architects, stated the project is 90% complete as of this date with final inspection on the playground being later this week; this is payment number two for Twin Lakes Nursery, Inc.

Motion by Westra, supported by LeBlanc, to approve Pay Application #2 to Twin Lakes Nursery, Inc., for Ada Park Playground improvements, in the amount of \$28,157.64. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Motion carried.

PAY APPLICATION NO. 5 ADA DRIVE FORCE MAIN PROJECT

Steve Groenenboom, Engineer, Moore & Bruggink, Inc. stated this is payment number five for the Ada Drive force main project, and on Thursday the switch over to the new main line will occur.

Motion by Smith, supported by Westra, to approve Payment #5 to Georgetown Construction, for the Ada Drive Force Main Project, in the amount of \$180,189.61. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Motion carried.

PAY APPLICATION NO. 1 BRONSON STREET IMPROVEMENT PROJECT

Steve Groenenboom, Engineer, Moore & Bruggink, Inc. stated this is payment number one for the Bronson Street Improvement project. There is a change order coming in regards to railroad insurance requirements which were not contained in the spec package. He stated extra water service was put in as one of the owners had a vacant lot and said he would pay for the water service to be put in; and the railroad also required a thicker boring pipe under the railroad. He stated everything is still in line with the bid prices. Groenenboom also stated Teeple Street has been added to the project, and the contractor assures the streets will be paved next week. In answer to a question about penalties if the project isn't completed on time, Groenenboom stated there is a \$500 to \$1,000 per day penalty for this.

Motion by Smith, supported by Westra, to approve Payment #1 to Lodestar Construction, for the Bronson Street Improvement Project, in the amount of \$204,863.50. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Motion carried.

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee Westra commented on the report about the East Precinct Building closing, and referred to an article in the "Cadence" which stated Michigan townships are offering facilities to the Michigan State Police as a result of the budget cuts. He suggested the Township consider offering space to the Sheriff's Department in Fire Station #1 as well as the Township offices. Also, he suggested the officers be given a page on the Township web site, and work with the Sheriff's Department to help them use that technology to stay in touch with the residents. Westra also commented on Item #3 in the Supervisor's Report regarding the storm water management practices at the airport, and encouraged the Board to look at the water that is being put into the Thornapple River.

Supervisor Haga stated he does intend to have an airport representative make a report to the Board, and has talked with Mr. Ecklund about that, as well as about Ada Township being included on the Stakeholder Advisory Board. He stated Planning Director Ferro will be asked to participate and keep us up to date with what is going on.

Trustee Smith asked where we stand on the charter township question.

Supervisor Haga stated Trustee Westra was going to provide us with information on this matter. As soon as we receive that material from him, we can place this item on the agenda.

Trustee Westra responded that he would email his information about General Law and Charter Townships to the Admin Committee members the following morning.

Clerk Burton reminded everyone tomorrow, October 25th, is leaf pickup day. She asked all Board members that plan on attending the MTA annual conference in Detroit to get their applications in as soon as possible.

UNFINISHED BUSINESS

None.

NEW BUSINESS

ROSELLE PARK REVISED MASTER PLAN

Mark Fitzpatrick, Parks Director, stated the Parks & Recreation Committee has been working on revising and updating the Master Plan for Ada Township's Roselle Park. They asked Wes Steer to be their lead and had several planning meetings with the Parks & Recreation Committee and two public hearings for input, as well as input from the survey that was sent to residents.

Wes Steer, OCBA, stated the original plan was created back in 2004, and since then many of the improvements shown in the original Master Plan have been accomplished. He stated about two miles of paved trails have been developed; the total area of the park is about 265 acres; they hope to have a more direct trail installed for cross country skiers. Steer stated only about 12 acres of this area is being developed that is not in wetlands. The resource center will not be as large as originally planned, with its rental being a revenue generator; there will be additional playgrounds with an adventure/nature theme; there will be a new boulevard entrance. The committee has included almost all of the comments that have been received, with the focus being on preservation and restoration of the natural flora and fauna.

Motion by Westra, supported by Proos, to accept the Roselle Park Revised Master Plan for Integration into the Parks & Recreation Plan. Yes – 7; No – 0; Absent – 0. Motion carried.

BOARDS AND COMMISSIONS APPOINTMENTS/REAPPOINTMENTS

Motion by Smith, supported by Rhoades, to approve the Appointments to Boards and Commissions in the memorandum dated October 18, 2011, as proposed by the Supervisor. Yes – 7; No – 0; Absent – 0. Motion carried.

RESOLUTION R-102411-3, DELINQUENT WATER AND SEWER CHARGES TO BE ENTERED ON DECEMBER TAX ROLL

Supervisor Haga stated this is the annual time of year to pursue this, and the delinquent amount this year is \$7,368.04. He stated there will probably still be some collected before Treasurer Rhoades puts them on the tax bill as a lien.

Motion by LeBlanc, supported by Westra, to adopt Resolution R-102411-3, Delinquent Water and Sewer Charges to be Entered on the December Tax Roll. Roll call: Yes – Westra, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Resolution adopted.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

Susan Burton
Ada Township Clerk

Date

RS/dr