

**ADA TOWNSHIP BOARD MEETING
MINUTES
APRIL 13, 2015**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Burton, Trustee LeBlanc, Treasurer Rhoades, Trustee Jacobs, and Trustee Smith. Absent: Trustee Proos. Also present: Planning Director Jim Ferro, Parks Director Mark Fitzpatrick, and 8 community members.

APPROVAL OF AGENDA

Motion by Smith, supported by Rhoades, to approve the Agenda as presented. Motion carried.

SPECIAL PRESENTATION-KENT DISTRICT LIBRARY POP UP LIBRARIES

Michelle Fox, Assistant Director, Kent District Library, stated last August a millage increase was passed in order to increase library service to municipalities that do not have branches, and there are several ways they are going to approach that. One is the "Little Free Library" with boxes of free books provided by the KDL that would be placed somewhere within the municipalities for anyone to take. They need volunteers to take care of the boxes and make sure they are stocked. The second option is the "Hot Spot" where Wi-Fi is provided for library services from 7:00 a.m. to 11:00 p.m. They would ask for the municipality to supply a secure spot for the Wi-Fi to be stored. The third option, as explained by Diane Cutler, Manager Cascade Branch, KDL, is for programming such as "Story Time for Pre-schoolers", book clubs, and "Speak to a Geek" in the Township Hall as a possibility. She stated one thing the Township might want to consider is having the KDL staff teach township employees how to use i-pads and computers if needed.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

March 25, 2015 Regular Board Meeting

Receive and File Various Reports/Communications

1. Fire Department Activity Report-3/15; 2. Grand Valley Metropolitan Council Annual Report, Fiscal 2014; 3. DDA Minutes-2/12/15 & 2/16/15; 4. Fire Department Thank You Note-2/3/15; 5. Ada Township Update to Ada Business Association-3/24/15; 6. Chief Murray Inspection Certifications; 7. Ada Compensation Commission Elected Official Salaries-3/15.

Trustee Smith asked if there was someone from the Compensation Commission who could explain the reasoning behind the salary recommendations.

In regard to #7, Ada Compensation Commission Elected Official Salaries, John Sampson, Chair of the Compensation Committee, stated this is his third or fourth time on the committee. He stated they are allowed only to increase salaries or leave them the same; they are prohibited from decreasing salaries. They compare salaries with other townships and make the decisions based on the data they've looked at to see if things are in line.

Motion by Jacobs, supported by Rhoades, 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 \$11,283.56; #205 \$5,904.23; #208 \$2,566.50; #248 \$64.34; #590 \$4,814.61; #591 \$2,402.29; #592 \$801.86. Total all Hand Checks: \$27,837.39; Warrants: #101 \$326,191.39; #205 \$13,450.48; #208 \$9,527.82; #211 \$34,921.25; #248 3,600.00; #590 \$249,284.74; #591 \$291,552.02; #592 \$5,556.47; #701 \$693.11; Total Warrants: \$934,777.28. Total All Checks and Warrants: \$962,614.67.

Supervisor Haga stated on #49, Hub Int. Midwest East, the premium for April 1, 2015 for insuring Township fire equipment, was \$25,987.00 as compared to last year's premium of \$29,903.00. He stated the savings to the Township is due to the fire equipment now being covered under the Fire County Insurance, which is a savings of \$5,600.

Motion by LeBlanc, supported by Jacobs, to approve the Warrant Report of April 13, 2015 in the total amount of \$962,614.67. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee Smith stated she was reading in the “MTA News” about the new FOIA regulations that go into effect on July 1, and asked whether we need to update our policy.

Supervisor Haga stated “we certainly do; it will be a complete update of our FOIA policy which has to be documented in writing.” He stated he has made legal counsel aware this had to be done.

UNFINISHED BUSINESS

None.

NEW BUSINESS

ADA TOWNSHIP WEBSITE UPGRADES

Clerk Burton stated the Township has had the website for six years. It is outdated and is losing some functionality. Consequently, the Technology Committee decided it was time to have the site upgraded. She stated Angela Butterfield, MINDshare Media, is working with the Township to handle the upgrades, and the Technology Committee recommends the proposal as presented in the amount of \$5,500 +/- 15%, with a monthly fee of \$500.00.

Angela Butterfield, MINDshare Media, stated the website is now no longer being supported by the developers in the open source framework. She stated the platform needs to be upgraded and some of the things we have looked at are: adding new applications, social media sharing, integration of the Google calendar, adding news feed articles to the home page.

Motion by Jacobs, supported by LeBlanc, to approve the recommendation from the Technology Committee for the Ada Township upgrade of the Website as proposed with MINDshare Media in the amount not to exceed \$6,500, as amended. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

Motion by LeBlanc, supported by Smith, to amend the motion to approve the recommendation from the Technology Committee for the Ada Township upgrade of the Website as proposed, with a contract amount not to exceed \$6,500. Motion carried.

PROPOSED 2015 ROAD REPAIR PROJECTS

Planning Director Jim Ferro stated for the past two years we have budgeted \$250,000 each year to be used as matching funds with the Kent County Road Commission for road repair and preventative maintenance treatments. In February he and Supervisor Haga met with Jerry Byrne, Road Commission Maintenance Director, to develop a list of recommended road projects for 2015. This year they have targeted: milling and re-surfacing of Fase Street, Ada Meadows, and Woodmont Subdivision; preventative maintenance for Clements Mill development; and crushing and re-paving of Steketee Avenue.

Motion by LeBlanc, supported by Smith, to approve the recommendation of the Proposed 2015 Road Repair Projects for Fase Street, Ada Meadows, Woodmont Subdivision, Clements Mill development and Steketee Avenue in the amount of \$250,000. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

Trustee LeBlanc suggested the Township should increase road allocations starting in next year’s budget to better keep up with road maintenance.

CONTRACT AWARD FOR CARL CREEK PRESERVE ACCESS IMPROVEMENTS

Planning Director Jim Ferro stated that Trevor Bosworth, VIRIDIS Design Group received bids to complete the Carl Creek Crossing Preserve Public Access Improvement project on Grand River Drive between Alta Dale Avenue and Fulton Street. The low bidder was Jordan Intercoastal, LLC with a bid amount of \$103,522, plus an allowance of

\$5,200 per acre for removal of approximately 2 acres of invasive plants. He stated this is lower than VIRDIS' cost estimate and Trevor recommends awarding the contract to Jordan Intercostal, LLC. The project is scheduled for completion by July 30.

Motion by LeBlanc, supported by Rhoades, to award the Contract for the Carl Creek Preserve Access Improvements to Jordan Intercostal, LLC, in the amount of \$103,522, plus an allowance of \$5,200 per acre for removal of approximately two acres of invasive plants. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

STREET LIGHT ADDITION-HALL/CASCADE

Supervisor Haga stated several years ago the light at Cascade and Hall was removed from the center of the road and a new light was installed on the south side of the road. He stated he has received a few calls regarding installing a second street light on the north side of Cascade and Hall. The cost of installation is \$100, which includes the light and the pole; and the cost per month for the light would be \$13.89 plus surcharges. The reason this has come to the Board is the street light agreement with Consumers Energy would have to be amended.

Motion by Smith, supported by Jacobs, to approve the Installation of a Street Light at Cascade and Hall Streets in the amount of \$100 plus the additional charges related to this project. Motion carried.

ORDINANCE NO. O-041315-1, ZONING ORDINANCE AMENDMENT, TO REVISE MNIMUM BUILDING HEIGHT STANDARDS IN THE PLANNED VILLAGE MIXED USE (PVM) OVERLAY DISTRICT

Planning Director Jim Ferro explained the scope of the ordinance amendment as recommended by the Planning Commission in regards to changes in a table that is included in the planned village mixed use district, the PVM district that was enacted in 2011 to implement recommendations from the 2006-2007 Ada Village design Charrette. He stated changes recommended by the Planning Commission are that the minimum building height standard measured in stories be increased in the PUD and PVM districts from one story to two stories for most of the sub areas within the village; and to eliminate some internal inconsistencies between this table and another table. One other aspect of the regulations is there is currently language in the PVM district that allows the Planning Commission to approve a "departure" from the standards if certain criteria are satisfied, and most important of those criteria is the alternative proposed by the applicant result in a superior design that better fits the character of the area its located in.

Motion by LeBlanc, supported by Jacobs, to approve Ordinance No. O-041315-1, Zoning Ordinance Amendment, to Revise Minimum Building Height Standards in the Planned Village Mixed Use (PVM) Overlay District. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Ordinance Amendment adopted.

ADA/PETTIS-SETTLEMENT OFFER

Attorney Jim White, Mika Meyers Beckett & Jones, stated the Township has received an opportunity for a settlement arrangement on the Pettis litigation, and the particulars have been spelled out in an email communication. He then explained the pending lawsuits and appeals as outlined in the major points listed in the settlement agreement.

Motion by Rhoades, supported by LeBlanc, to approve the Township attorney's recommendation for resolving the pending lawsuits and appeals in the Pettis mining issues. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:34 p.m.

Susan Burton, CMC
Ada Township Clerk

Date

RS/dr