

**ADA TOWNSHIP BOARD MEETING
MINUTES
APRIL 27, 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, Fire Chief David Murray, and 6 community members.

APPROVAL OF AGENDA

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

SPECIAL PRESENTATION-KENT COUNTY ROAD COMMISSION

A presentation was presented by Wayne Harrel, Deputy Managing Director of Engineering at the Road Commission, along with new Road Commissioner Cindy James, and Jerry Burn, Deputy Managing Director of Operations. Harold went over the work that had been done in Ada Township in 2014; then listed the road repairs to be done in 2015 and explained the surfacing that would be done, either Crush, Shape and Replace, Mill and HMA Pave, Ultra-Thin Overlay, or (Proposed) Preservation. He then explained the year-to-year revenue comparison from 2004 to 2015. In going over the ballot proposal for May 5th Harold stated if it passes the fuel tax revenue is constitutionally guaranteed to transportation, which would mean 1.2 billion more dollars for the Road Commission statewide, and about a 66% increase for the Kent County Road Commission with 75% being used for roads, and 25% for maintenance.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

April 13, 2015 Regular Board Meeting

Receive and File Various Reports/Communications

1. Planning Commission Minutes-3/26/15, 3/31/15, 4/13/15; 2. Treasurer's Investment Report-3/31/15; 3. Hope Network Activity Report-3/15; 4. Ada DDA Minutes-3/16/15.

Motion by Smith, 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 \$613.15; #205 \$217.04; #208 \$391.43; #248 \$68.13; #590 \$(20.62); #591 \$(20.62); #592 \$(4.79). Total all Hand Checks: \$1,243.72; Warrants: #101 \$46,416.77; #205 \$49,508.10; #208 \$6,063.49; #213 \$1,265.53; #590 \$3,633.55; #591 \$3,728.33; #592 \$1,988.66; Total Warrants: \$112,604.43. Total All Checks and Warrants: \$113,848.15.

Motion by LeBlanc, supported by Jacobs, to approve the Warrant Report of April 27, 2015 in the total amount of \$113,848.15. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

ADA SCADA PROJECT PAYMENT NUMBER 6

Steve Groenenboom, Moore & Bruggink, stated DVT Electric did get a lot of work done and this is the pay estimate for March in the amount of \$138,850.00, which is due for work done in March. He stated the project is now 81% complete and it should be totally complete in the next couple of weeks.

Motion by Smith, supported by Jacobs, to approve the Ada SCADA Project for Payment No. 6 to DVT Electric Inc., in the total amount of \$138,850.00. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee LeBlanc commented on the Planning Commission minutes that stated revisions were being made to the Envision Ada Plan, and asked if that is correct. He asked if Envision Ada was adopted as part of the Master Plan.

Planning Director Ferro stated there are some relatively minor revisions that will be reviewed by both the DDA Board and the Planning Commission at their May meetings. He stated it is not a Master Plan amendment at this point; it's more an amendment to the DDA's development plan, which also has statutory procedures. Ferro stated the original Envision Ada plan has not been adopted as part of the Master Plan.

Trustee LeBlanc asked about a possible conflict of interest with an architect designing a building for Envision Ada when his firm had been hired to work on the Envision Ada Plan.

Planning Director Ferro replied he doesn't believe it is a conflict of interest because the architect isn't under contract with the Township for that project.

Trustee LeBlanc gave information to Jim Ferro from the State Economic Development Corporation, and stated he did not know whether it has application for Ada, but there is a new Public Spaces and Community Places program. It's the first program of its kind in the country where local residents can be part of the development of transformational projects backed by the State dollar-for-dollar up to \$100,000. He stated it may be an opportunity for the public to contribute to public spaces projects like what has been proposed in Envision Ada and get matching money from the State.

Jim Ferro stated he had read about that program; your project needs to be pretty much ready for construction to participate in the program, but that's something the township could potentially utilize in the future.

Treasurer Rhoades asked if Headley Street is going to be designed with bike lanes.

Jim Ferro stated yes, there will be a separated bike path set back from the curb line on the north side of the street.

Supervisor Haga stated the Park Director has coordinated with Forest Hills Foods to have the Summer Youth programs advertised on their bags, and there is no cost to the Township. All we have to do is in our fliers or promotions recognize that Forest Hills Foods was a partner with Ada Township. He stated in the June utility billing will be with a new bill format using envelopes instead of cards.

UNFINISHED BUSINESS

None.

NEW BUSINESS

ADA CEMETERY PAVING PROJECT

Steve Groenenboom, Moore & Bruggink, stated the last time any work was done on the driveways at the cemetery was in 1996. He stated he met with the contractor for the Fire Station and Ada Park resurfacing projects and asked if we could use their same prices for asphalt and other items that were bid for those projects. The contractor estimates the cost to do repairing and resurfacing at the cemetery will be \$37,155, plus construction inspection/staking, and contingencies for a total amount of \$42,000. He stated he would recommend this be incorporated into the contract with Katerberg VerHage.

Motion by LeBlanc, supported by Smith, to amend the contract for the Fire Station and Ada Park resurfacing projects with Katerberg VerHage to also include the Ada Cemetery Paving Project in the amount of \$42,000. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

Supervisor Haga stated \$20,000 was budgeted so an amendment to the budget would be required to incorporate this project.

ADA TOWNSHIP FIREFIGHTER APPOINTMENTS

Fire Chief David Murray stated a recruiting article was placed in the AdaView and a dozen applications were received for new firefighters. He stated they have interviewed and picked three of the applicants. Ken Remijn and Randall Walters both have all their required certificates, and Michael May is an officer with the Michigan National Guard with no fire training, with a great attitude and is ready to learn. References and background checks have been done on all three candidates, and these three will bring their numbers up to 19.

Motion by Smith, supported by Rhoades, to approve the appointment of three new firefighters to the Ada Township Fire Department: Ken Remijn, Randy Walters, and Michael May as recommended by Fire Chief David Murray. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

ROSELLE PARK RESOURCE BUILDING PROJECT

Planning Director Jim Ferro stated it has been part of the Roselle Park Master Plan to put up a building with assembly space and restrooms. In 2014 Dixon Architecture was retained to develop a preliminary architectural design for that facility, which has now been completed along with a fairly detailed cost estimate. We have been working on funding sources and money has been set aside from the Township General Fund and contributions from the Open Space Preservation Fund toward this project. He stated the Open Space Advisory Board recently recommended in addition to the \$250,000 previously allocated and transferred to the Parks Fund, an additional \$500,000 be allocated and transferred. He stated the request before the Board is threefold: 1. Retain Dixon Architecture to complete the construction plans, specifications and bid documents to get the project out for bid; 2. retain Dixon Architecture for construction administration; 3. transfer \$500,000 from the Open Space Preservation Fund to the Parks Fund designated for this project as recommended by the Open Space Advisory Board. He stated one of the steps necessary is a DEQ flood plain fill permit since the building footprint would be located in the 100 year flood plain and a small amount of fill will be needed. It is estimated they will have the permit in early August.

Ken Dixon, Dixon Architecture, stated he is very pleased to have the opportunity to work with the Township to construct this remarkable building.

Supervisor Haga stated the Township has expended about \$34,000 for the well, septic, and other miscellaneous charges thus far. He stated Mr. Dixon has worked very hard and very well with the committees on the preliminary plans.

Trustee LeBlanc stated the Open Space Committee is really excited about this project and give it our full endorsement and support.

Motion by LeBlanc, supported by Rhoades, to approve the recommendation to transfer \$500,000 from the Open Space Preservation Fund; to contract with Dixon Architecture for architectural, engineering, landscape and project management services; and authorize the project for bid. Roll Call: Yes – Jacobs, Smith, LeBlanc, Rhoades, Burton, and Haga; No – 0; Absent – Proos. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

Denny Hefferon, Kent County Agricultural Preservation Board, stated they are updating townships on what has happened over the last year. He stated they have surpassed the 4,000 acre mark in Kent County, and the total outlay for the program since the start is a little over \$5 million. They have been able to leverage funds for the easements from foundations, federal funds, townships and landowners who have contributed; and they have several farms that are waiting to be preserved.

ADJOURNMENT

The meeting was adjourned at 8:12 p.m.

Susan Burton, CMC
Ada Township Clerk

Date

RS/dr