

**ADA TOWNSHIP BOARD MEETING
MINUTES
AUGUST 10, 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, and Trustee Smith. Absent: Trustee Jacobs (arr. 7:06 p.m.). Also present: Planning Director Ferro, and Parks Director Mark Fitzpatrick.

APPROVAL OF AGENDA

Supervisor Haga stated under New Business A. Resolution R-081015-1 for the Road Closure should be removed from the agenda as an email was received stating the dates will be changed to 2016; and add Item E. Fireworks Request for 2280 Grand River Drive.

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

SPECIAL PRESENTATION

ADA TOWNSHIP FINANCIAL STATEMENTS-YEAR ENDED MARCH 31, 2015

Dan Veldhuizen, Auditor, stated he would be talking about two main issues, the internal controls and the financial condition of the Township. He pointed out they identified and proposed material audit adjustments that were reviewed and approved by management. He stated he thought the township had the staff to do any of the adjustments with a little bit of assistance over the next two years; and the auditor's goal is to help eliminate all corrections so township staff can prepare reports. Dan Veldhuizen then reviewed the balance sheet; and stated the funds are quite healthy.

Supervisor Haga thanked township staff for all their efforts and working together to accomplish this type of report.

MOTION TO RECEIVE AND ACCEPT FINANCIAL STATEMENT YEAR ENDED MARCH 31, 2015

Motion by Proos, supported by LeBlanc, to receive and accept the Financial Statement Year Ended March 31, 2015. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

July 13, 2015 Regular Board Meeting & Special Board Meeting July 20, 2015
Receive and File Various Reports/Communications

1. Treasurer's Investment Report-7/30/15; 2. Open Space Advisory Board 2014-2015 Annual Report to the Board-7/19/15; 3. DDA Board Minutes-7/15/15; 4. GVMC Policy Committee Minutes-7/13/15; 5. AT&T Eighth Annual Video Report-7/17/15; 6. Comcast Update-7/22/15; 7. Kent County Battery Collection Transition Plan; 8. Building Permit Trends Report-7/29/15; 9. Korth Thank You Letter-7/29/15; 10. Ada Historical Society Minutes-8/6/15; 11. Open Space Advisory Board Minutes-1/8/15, 3/5/15, 4/16/15; 12. Utility Advisory Board Minutes-8/2/15.

Motion by Smith, supported by Jacobs, 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 \$9,855.82; #205 \$1,925.92; #208 \$3,136.23; #401 \$89,076.16; #590 \$4,830.45; #591 \$2,529.83; #592 \$1,000.67. Total all Hand Checks: \$112,365.08; Warrants: #101 \$189,619.73; #205 \$31,557.80 #208 \$58,249.31; #211 \$2,437.22; #248 \$1,080.00; #590 \$122,655.70; #591 \$147,953.56; #592 \$5,307.29; Total Warrants: \$559,014.64. Total All Checks and Warrants: \$671,379.72.

Motion by LeBlanc, supported by Smith, to approve the Warrant Report of August 10, 2015 in the total amount of \$671,379.72. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Motion carried.

PAY APPLICATION FOR VARIOUS PARKING LOTS

Steve Groenenboom, Moore & Bruggink, stated there are two items for the work being done by Katerberg Verhage: one is a Pay Estimate in the amount of \$134,001.91 for parking lot improvements, and the other is a Change Order for the Ada Cemetery roads in the amount of \$37,155.00.

Motion by Proos, supported by LeBlanc, to approve Change Order No. 1, payable to Katerberg Verhage in the total amount of \$37,155.00 for Ada Cemetery Roads; and the Pay Estimate, payable to Katerberg Verhage in the amount of \$134,001.91 for the parking lot projects. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Motion carried.

PUBLIC COMMENT

Planning Director Jim Ferro gave an update on the status of the Headley Street road abandonment, and stated a number of agreements with property owners were approved by the Board. They were successful in obtaining unanimous signatures from all the property owners, and the abandonment was scheduled for action by the Road Commission on August 11. He stated that will remove the threat of any delay in the project, and things should move even faster.

BOARD COMMENT

Treasurer Rhoades stated they are collecting property taxes for September 14th.

Supervisor Haga stated to the Board they had a copy of a letter sent August 4th to Mr. Warren at the Road Commission requesting a road closure for Ada Drive at Headley to raise a 440 foot section above the flood plain, with construction beginning August 24th and completed by September 15th.

Steve Groenenboom stated the schedule had changed to begin September 8th with completion by September 29th.

Supervisor Haga referenced a copy of a letter to the Kent County Administrator's office in the City of Grand Rapids regarding a grant application for which Ada is submitting three projects: Thornapple River Corridor Greenway Development / \$1,300,000; Ada Drive Elevation Above Floodplain / \$1,000,000; Flood proofing Fulton Street Lift Station / \$600,000.

NEW BUSINESS

RESOLUTION R-081015-2, PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY

Supervisor Haga stated September 18, 2015 is a day of remembrance for those who suffered as prisoners of war or are still missing as a result of any conflict.

Motion by Proos, supported by Smith, to adopt Resolution R-081015-2, Prisoner of War/Missing in Action Recognition Day, September 18, 2015. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton, and Haga; No – 0; Absent – 0. Resolution adopted.

CONTRACT AWARD FOR ROSELLE PARK RESOURCE BUILDING PROJECT

Ken Dixon, Dixon Architecture, stated two bids were received for construction of the Roselle Park Resource Building: TerHorst & Rinzema Construction Company, and Erhardt Construction. He stated the recommendation is for TerHorst & Rinzema Construction Company as they were the low bidder at \$1,325,000.

Motion by Smith, supported by Jacobs, to award the Roselle Park Resource Building Project to TerHorst & Rinzema in the amount of \$1,325,000. Roll call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, Burton and Haga; No – 0; Absent – 0. Motion carried.

Mark Fitzpatrick, Parks Director, stated he has been working on fundraising for this project, and to date pledges for private donations have been secured for \$210,000. He stated a revised/updated donor information packet will be made available; and the fundraising campaign will be highlighted in the next AdaView, as well as the Parks & Recreation Department's information display at upcoming special events. All donors will be recognized on a plaque inside the building.

“BEERS AT THE BRIDGE”-LIQUOR LIABILITY INSURANCE

Supervisor Haga stated the “Beers at the Bridge” event is scheduled for August 27, from 6 to 8 pm. The application for the one-day liquor license is on file with the Liquor Commission and he is waiting for their decision. He stated he was able to secure an event policy through Jason McNamara of AIC – Ada Insurance Company, which will cover the township with general and liquor liability insurance. Because the township is carrying the liquor license, protocol suggests the township purchase the beer and the insurance related to that. All of the funds, including the policy and the expenses the township incurs, will be reimbursed by its partner for this event, Amway. He asked that the Board approve the Special Event Policy. The policy coverage will include general liability and liquor liability totaling \$750.

Megan Ochmanek, Seifert PR, stated she has been working with the Township and Amway on putting events in place. She stated part of this was moving the Ada Historical Society’s Music on the Lawn to a larger public space to further promote the Ada Village brand to a larger audience.

Motion by LeBlanc, supported by Rhoades, to approve the Special Events Policy as related to General Liability and Liquor Liability for the “Beers at the Bridge”, to be held on August 27, 2015. Motion carried.

FIREWORKS REQUEST FOR 2280 GRAND RIVER DRIVE

Supervisor Haga stated this is an annual event put on by Jeff Snyder and his wife to celebrate their anniversary, and the event is scheduled for September 5th.

Elizabeth Snyder, 2280 Grand River Drive, stated this is the 6th annual celebration. She stated copies of permits, proof of insurance and all the paperwork were given to the Board.

Motion by Smith, supported by Jacobs, to approve the Fireworks Request for 2280 Grand River Drive. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 7:58 p.m.

Susan Burton, CMC
Ada Township Clerk

Date

RS/dr