

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
SEPTEMBER 28, 2015**

Meeting was called to order by Clerk Burton at 7:00 p.m. Members present: Clerk Burton, Trustee LeBlanc, Trustee Proos, Treasurer Rhoades, Trustee Jacobs, and Trustee Smith. Absent: Supervisor Haga. Also present: Planning Director Ferro, and Sheriff Deputy Ryan Roe, and 6 members of the community.

**APPROVAL OF AGENDA**

Clerk Burton stated the KDL team (Kent District Library) was present and wanted to give a short presentation.

**Motion by Jacobs, supported by LeBlanc, to approve the Agenda as amended. Yes – 6; No – 0; Absent – 1. Motion carried.**

**SPECIAL PRESENTATION-KDL**

Lance Werner, Director, Kent District Library, stated 2014 had been a difficult year for the Kent District Library as it was the last year of their millage; the expenditure budget was the smallest it had been in a decade, so they had to make some changes. At the same time they increased their attendance to 181,000 people. In August they had already surpassed that number for this year. KDL's e-book circulation has gone up over 3,000%, and this year they anticipate going over one million. He stated they have begun a study with the Grand Rapids Public Library and Western Michigan University, that's being funded by Steel Case, to measure the impact of familial culture in attending early childhood literacy programs and measure the impact on kids.

Diane Cutler, Branch Manager of Cascade Township Library, stated one of the things the new millage allowed them to do was outreach, which they previously had not done well. One of their favorite places to be this summer was at the Ada Farmer's Market checking out books and registering people for summer reading club and library cards. They are partnering with a number of senior centers in the Cascade area where they are conducting book discussions, teaching computer techniques, and helping them familiarize themselves with the library services that are offered. Also, they started reaching out to the Forest Hills "After School Care" programs, and visited the day care center at least once a week. Because of all their outreach they had a big increase in their summer reading attendance. They are trying to encourage parents to read to their preschoolers before they get to kindergarten.

Shirley Buursma, representing the KDL Board members, stated they had a 57% voter support for the millage, so they are able to offer many things such as 95 more open hours at the branches; increased access to and reduced waiting times for popular reading materials; and technology upgrades. As of 2014 KDL was officially a 501(c)3 charitable organization, allowing for additional donor funding and grants, and enhancing local branches and programming for all ages. Also, a three-year strategy plan was approved emphasizing their services and reaching the community for a focus on senior citizens; creating new readers; supporting their name; and cultivating creativity. Shirley stated KDL is the second largest library in the state of Michigan.

**GENERAL TOWNSHIP BUSINESS**

**CONSENT AGENDA**

**Approval of Minutes**

September 14, 2015 Regular Board Meeting

Receive and File Various Reports/Communications

1. Planning Commission Minutes-8/20/15; 2. DDA Minutes-8/17/15; 3. Open Space Preservation Advisory Board-7/9/15, 8/12/15; 4. Treasurer's Investment Report-8/31/15; 5. CRT Recycling Information-9/15.

**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 \$171.71; #205 \$40.00; #208 \$104,183.48; #248 \$14.80. Total all Hand Checks: \$104,409.99; Warrants: #101 \$30,950.39; #205 \$37,339.83 #208 \$6,627.11; #211 \$52,740.00; #248 \$186.62; #590 \$48,658.26; #591 \$36,313.40; #592 \$6,687.59. Total Warrants: \$219,503.20. Total All Checks and Warrants: \$323,913.19.

**Motion by Smith, supported by Jacobs, to approve the Warrant Report of September 14, 2015 in the total amount of \$323,913.19. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, and Burton; No – 0; Absent – Haga. Motion carried.**

##### PAY APPLICATION #7 – ADA SCADA PROJECT

Steve Groenenboom, Moore & Bruggink, stated he is recommending payment of pay application #7 for the Ada SCADA Project payable to DVT Electric, Inc. in the amount of \$62,301.10.

**Motion by Proos, supported by Smith, to approve Pay Application #7, payable to DVT Electric, Inc., in the total amount of \$62,301.10. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, and Burton; No – 0; Absent – Haga. Motion carried.**

#### PUBLIC COMMENT

Steve Groenenboom of Moore & Bruggink showed aerial pictures of the work being done in Ada, and stated Ada Drive should open tomorrow.

#### BOARD COMMENT

None.

#### UNFINISHED BUSINESS

None.

#### NEW BUSINESS

##### MEMORANDUM OF UNDERSTANDING BETWEEN ADA TOWNSHIP AND KENT COUNTY PARKS DEPARTMENT

Roger Sabine, Director of Kent County Parks Department, stated the Memorandum of Understanding demonstrates to the DNR that Ada Township and Kent County Parks communicate, and work things out together. He stated Ada Township and Kent County Parks have each committed funds toward a Michigan Natural Resources Trust Fund Grant application to purchase land and expand Chief Hazy Cloud Park, which was established in 1927 as the first park in Ada Township.

**Motion by Proos, supported by Rhoades, to approve the Memorandum of Understanding between Ada Township and Kent County Parks Department. Roll Call: Yes – Jacobs, Smith, LeBlanc, Proos, Rhoades, and Burton; No – 0; Absent – Haga. Motion carried.**

In response to the question of timelines, Sabine stated the first step is working through the grant process, and the final scoring on that should come out in November, with a decision made in December. He stated that's when they'll know if the project is approved in terms of getting the DNR grant to assist in acquiring the property. If everything goes smoothly, the timeline for acquisition would be late summer or early fall of 2016.

**PROPOSAL FROM PROGRESSIVE AE FOR DEVELOPMENT OF CONCEPTUAL PLANS FOR PUBLIC AMENITIES INCLUDING PUBLIC ENGAGEMENT PROCESS**

Jim Ferro, Planning Director, stated the Development Agreement signed by Ada Township and the DDA, and Geld, LLC, provides for transfer of land in the village to the Township at no cost on a phased schedule as set forth in the development agreement. The DDA Board recommended Progressive AE be retained to assist in the process of identifying specific public amenity projects that will be built on the land acquired. He stated a Steering Committee of 7-9 members will provide primary oversight and guidance for the project, with representation from the Village business community, Village residents, and residents of the Township at-large. The DDA Board recommends Progressive AE be retained to assist at a cost of \$18,800, plus reimbursable expenses, paid on a shared 50/50% basis from DDA funds and from Township funds.

**Motion by LeBlanc, supported by Smith, to accept the DDA recommendation for a consulting contract with Progressive AE for the village public amenities project in the amount of \$18,800, plus reimbursable expenses, with the Township and the DDA each paying 50%, which is \$9,400. Roll call: Yes – Jacobs, Smith, LeBlanc, Rhoades, and Burton; No – Proos; Absent – Haga. Motion carried.**

**OPPORTUNITY FOR PUBLIC COMMENT**

Sheriff Deputy Ryan Roe gave an update on the latest items he has been working on: the home break-ins for which he issued a press release, and for which two detectives have been assigned; the parks are still being patrolled; he has been working the speed board in Ada. He is working with the Ada Business Association on the Trunk-or-Treat program; with the Tinsel Treats and Trolley program at which he would like to put the Command bus as a location; also the Shop with a Sheriff program will be starting.

**ADJOURNMENT**

The meeting was adjourned at 7:53 p.m.

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Susan Burton, CMC  
Ada Township Clerk

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Date

RS/dr