

Regular Meeting  
Active Adult Center Advisory Board  
February 18, 2025

A Regular Meeting of the Madison Heights Active Adult Center Advisory Board was called to order by Chair Salley, February 18, 2025, at 1:00 p.m. at the Madison Heights City Hall Building at 300 W. 13 Mile Rd., Madison Heights, MI 48071.

Present: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Topping and Quigley.  
Also Present: Center Supervisor Cowan, DPS Director Ballantine  
Excused: Smith, Councilor Wright.

**19-01. Minutes.**

Motion by Ms. Juska-Svoba seconded by Ms. Mowry to adopt the minutes from the Regular Meeting of January 21, 2025.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Topping and Quigley.  
Nays: None.  
Excused: Smith.

**19-02. Meeting Open to the Public.**

None.

**19-03. Staff Report.**

Ms. Cowan updated the Board on programs that are coming up including lunch and learns, trips, classes and parties.

**19-04. Maintenance Requests**

Mr. Ballantine updated the Board on the remaining punch list items- lighting and the fireplace, which hopefully will be repaired by the end of the month.

Mr. Ballantine also reported that the handicap buttons for the two individual bathrooms would be \$9,900.00. There was discussion on other bathroom use options, if the buttons are really needed at all, if we could get by with just one bathroom with a button instead of two and how to pay for them. The group agreed quoting just one bathroom being upgraded with a button would be a good option. Mr. Ballantine will request a quote but stated that the budget would not cover the cost and that the City might be able to come up with half of the cost, but we would have to figure out how to pay for the other half. Ms. Cowan asked the Board to think about if they would like to use escrow funds so when we come back together at our meeting in March we could decide on whether to move forward.

Mr. Ballantine also reported that he is working on a solution for the dining room sun and need for shades and will get back on that.

The Board also discussed HVAC and how it's been cold in the dining room and some other rooms. Mr. Ballantine stated that there is an issue with the system and it's being worked on, but in the meantime the temp is set to 72 degrees. A couple Board members stated it's been 65 degrees in the room. Mr. Ballantine stated he will look into that.

**19-05. Budget Requests**

Ms. Cowan reported there have not been any updates on the SMART grants for Service Expansion Grant or new vehicles, but she will update the group when there is any.

**19-06. Unfinished Business.**

Ms. Cowan reported that she sent the monetary donation from last meeting to the MH food pantry, and they were very grateful.

**19-07. New Business.**

Ms. Ratliff asked if anyone could volunteer on some of the pop-up sale dates when Ms. Patton or herself could not be there. Ms. Bessler stated she would look at the calendar with Ms. Ratliff after the meeting and volunteer where she could.

**19-08. Treasurer's Report.**

Ms. Cowan reported that staff hasn't had time to complete them, but she should have them at next month's meeting.

**19-09. Council & Administration Updates.**

Mr. Ballantine reported that snow removal is going well. The staff is doing a great job, the fleet is handling it well and it's great practice for newer staff. Several Board members thanked the DPS crew for their hard work.

Mr. Ballantine stated there have been 10 water main breaks since the start of February that staff has had to handle as well.

Mr. Ballantine reported that DPS has hired a new equipment operator.

Mr. Ballantine let the Board know that one of the AAC drivers quit and City admin has decided to upgrade the position to a CDL position upon posting so we have better back up for trips and other program that need a larger vehicle.

Mr. Ballantine let the Board know that City admin has offered staff free heart calcium testing after the loss of a firefighter due to this.

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Mr. Ballantine reported that Adam Owczarzak who works on grants with the City Manager's office has taken a new position as Deputy City Manager for Oak Park, and while we will miss him, staff wishes him well in his new position.

Ms. Cowan stated the Yard Service program's snow removal for the year is going well, and if there was any year to offer free snow removal for seniors it would be this year. We've had a lot of snow, several days of snow one after another, and while we have had some bumps with that and equipment breaking down, staff and the contractor are staying on top of it.

**19-10. Adjournment.**

The meeting was adjourned at 1:32 pm. Our next meeting will be on Tuesday, March 18, 2025 at 1:00 pm.

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Jennifer Cowan  
Active Adult Supervisor