

**APPROVED MINUTES OF THE REGULAR MEETING  
OF THE KENTWOOD CITY COMMISSION  
HELD JANUARY 3, 2023  
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 7:00 P.M.

Commissioner Tyson led the Pledge of Allegiance to the Flag.

Reverend Mike Baynai of Good Shephard Presbyterian Church gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Ron Draayer, Maurice Groce, Clarkston Morgan, Jessica Ann Tyson and Mayor Stephen Kepley.

Motion by Morgan, seconded by Groce, to excuse Commissioner Coughlin with prior notification.

Motion Carried.

Staff Present: City Engineer Brad Boomstra, Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, City Attorney Blake Conklin, Deputy City Administrator Shay Gallagher, Public Works Director Chad Griffin, Deputy Fire Chief Mike Hipp, City Clerk Dan Kasunic, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Fire Department Administrative Assistant Nancy Shane, and Sabo representative Lisa Taylor.

Two (2) citizens attended the meeting.

Motion by Tyson, seconded by Artz, to **approve the agenda.**

Motion Carried.

**ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:**

District #12 County Commissioner Sparks introduced herself and offered any assistance the City may need.

**CONSENT AGENDA:** (All items under this section are considered to be routine and will be enacted by one motion with no discussion. If discussion is desired by a Commission member, that member may request removal of an item from the Consent Agenda.)

Motion by Artz, seconded by Tyson, to approve the Consent Agenda as follows:

- A. Receive and file minutes of the Committee of the Whole held on December 20, 2022.
- B. Receive and file June 30, 2022 Audited Financial Statements.
- C. Payables for the City totaling \$932,941.70.

City Commission Meeting  
January 3, 2023.

Roll Call Vote: Yeas: All. Nays: None. Absent: Coughlin

Motion Carried.

Motion by Tyson, seconded by Morgan, to **approve the minutes** of the December 20, 2022 City Commission Meeting as distributed.

Motion Carried.

**BIDS:**

**AUTHORIZE CONTRACT FOR DOOR ACCESS SECURITY AT FIRE STATIONS.**

Fire Chief Looman informed the Commission additional security is needed for interior doors in all of the fire stations.

Motion by Artz, seconded by Groce, to authorize the Mayor to enter into a contract for the provision of additional door access security at the three fire stations with SecurAlarm Systems, Inc., at the cost of \$26,900.00 (including a 10% contingency), with funds from the FY 2022-23 Fire Equipment Fund under Special Circumstances as allowed under the purchasing rules.

Motion Carried.

**AUTHORIZE CONTRACT FOR SHAFFER AVENUE TRAFFIC STUDY.**

City Engineer Boomstra reviewed his memorandum dated January 3, 2023 regarding the traffic study and answered questions pertaining to round-about along Shaffer Ave.

Motion by Artz, seconded by Tyson, to authorize the Mayor to execute a contract for traffic study engineering services with ROWE Professional Services Company, in the amount not to exceed \$15,950.00 (including a 10% contingency), with funds from the FY 2022-23 Major Streets Fund.

Motion Carried.

**APPOINTMENTS AND RESIGNATIONS:**

**CONFIRM APPOINTMENT OF ALEX PORTER TO THE PLANNING COMMISSION.**

Motion by Artz, seconded by Groce, to confirm the appointment of Alex Porter to the Planning Commission to fill a vacant position created when Mike Pemberton stepped down. This term expires January 2025.

Motion Carried.

City Commission Meeting  
January 3, 2023.

**COMMENTS OF COMMISSIONERS AND MAYOR:**

Commissioner Draayer and other commissioners thanked DPW, Fire and Police Departments for their work over the holidays dealing with the weather and inquired if there is anything they could do to help staff.

Commissioner Artz announced many would be helping at the Candied Yam on January 16<sup>th</sup>, Martin Luther King Day to provide free meals.

Mayor Kepley Spoke of 2023 and the projects the city will be working on and the challenges we will face, including hiring. We are encouraged by having a strong community. 2023 will be a busy year for us.

The meeting was adjourned at 7:21 P.M.

Dan Kasunic  
City Clerk

Stephen C.N. Kepley  
Mayor