

**PROPOSED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD MARCH 5, 2024
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 7:05 P.M.

Commissioner Morgan led the Pledge of Allegiance to the Flag.

Reverend Karl House of the Way MicroChurches gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Robert Coughlin, Maurice Groce, David Moore II, Clarkston Morgan, Jessica Ann Tyson and Mayor Stephen Kepley.

Staff Present: Deputy City Administrator Shay Gallagher, Finance Director Keyla Garcia, Public Works Director Chad Griffin, City Clerk Dan Kasunic, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, 62-B District Court Judge Amanda Sterkenburg and Sabo representative Anna Kendall.

Three (3) citizens attended the meeting.

Motion by Coughlin, seconded by Moore, to **approve the agenda**, adding 9(a) continued conversation pertaining to Domestic Violence Problem-Solving Court.

Motion Carried.

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 Morgan, seconded by Moore, to approve the Consent Agenda as follows:

- A. Receive and file minutes of the Committee of the Whole held on February 20, 2024.
- B. Receive and file Cash and Pooled Investments report as of December 31, 2023.
- C. Receive and file Revenue and Expenditure Report for Quarter ending December 31, 2023.
- D. Approve Finding of Fact for Andrew Anderson Rezoning, Case 2-24, Broadmoor Ave. and 52nd Street from Light Industrial to C-2 Commercial.
- E. Approve Findings of Fact for GRR Ancillary Rezoning, Case 29-23, Patterson Ave. and 36th St. from I-PUD and R1-C to CPUD.
- F. Payables for the City totaling \$13,178,034.53.

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

Motion Carried.

City Commission Meeting
March 5, 2024.

Motion by Tyson, seconded by Groce, to **approve the minutes** of the February 20, 2024 City Commission Meeting as distributed.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

CONTINUATION OF DOMESTIC VIOLENCE PROBLEM-SOLVING COURT.

62-B District Court Judge Sterkenburg continued to answer questions of the Commission regarding a request to partner with the Domestic Violence Action Network to implement a Domestic Violence Problem-Solving Court. Mayor Kepley noted any action on the request for approval will be at the March 19, 2024 City Commission Meeting.

BIDS:

APPROVE PURCHASE AND INSTALLATION OF SHREDDED BARK FOR CITY PROPERTIES.

DPW Director Griffin reviewed his memorandum dated March 5, 2024 regarding the request for shredded bark.

Motion by Artz, seconded by Coughlin, to approve the purchase and installation of shredded bark and ADA-approved playground mulch to Superior Ground Cover, Inc. (low bidder) for the 2024 season with the option, upon mutual agreement, to extend the annual purchase for up to four additional years, at an annual cost not to exceed \$20,500.00 (including 10% contingency), with funds from the General Fund Public Works budget.

Motion Carried.

AUTHORIZE CONTRACT FOR SIDEWALK REPAIR SERVICES.

Engineering & Inspections Director Kirkwood reviewed his memorandum dated March 5, 2024 regarding the 2024 sidewalk repair program. He noted this is for the review of 10% of the sidewalks in the city.

Motion by Artz, seconded by Coughlin, to authorize the Mayor to enter into a contract for sidewalk repair services with Cole Concrete, LLC. (low bidder) For \$66,294.00 (including a 10% contingency) with funding as follows:

- a) Approximately \$18,864.00 for repairs to sidewalks in the public rights-of-way that are the responsibility of the property owner, with all actual costs incurred to be billed to and paid by the property owner; and
- b) Approximately \$41,431.00 for repairs to the sidewalk in the public rights-of-way that are the responsibility of the City of Kentwood, with the costs to be funded by their appropriate various departmental account.

Motion Carried.

City Commission Meeting
March 5, 2024.

RESOLUTIONS:

ADOPT RESOLUTION 4-24 TO APPROVE CONTRACT WITH MDOT FOR 40TH STREET CONSTRUCTION.

Engineering & Inspection Director Kirkwood informed the Commission of the timeframe of the project noting the addition of a right-turn lane. After a brief discussion on not having a 10% contingency built into the request, the amount requested will be changed to reflect the added contingency.

Motion by Groce, seconded by Coughlin, to adopt Resolution 4-24 to approve a contract with MDOT for 40th Street reconstruction from Soundtech Court to Patterson Avenue. Kentwood's share of the construction is estimated at \$285,000 (with a 10% contingency) to be paid from the FY24 and FY25 Major Street Fund (Act 51) budgets.

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

Resolution Adopted.

ADOPT RESOLUTION 5-24 TO ADOPT CITY OF KENTWOOD SCHEDULE OF FEES.

Finance Director Garcia noted a minor change to the Schedule of Fees distributed and requested approval to become effective in May.

Motion by Coughlin, seconded by Tyson, to approve Resolution 5-24 adopting the revised rates, fees, and charges for the provision of City Services set forth in the "City of Kentwood Schedule of Fees" with the changes effective May 1, 2024.

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

Resolution Adopted.

COMMENTS OF COMMISSIONERS AND MAYOR:

Commissioner Groce-Requested staff look at the placement of the Yield Signs at the traffic circle. He thanked Deputy City Administrator Gallagher for coordinating meetings with Metronet and the residents.

Commissioner Morgan-Request to be excused from the March 19, 2024 City Commission meeting.

Commissioner Tyson-Thanked the Parks & Recreation Department for their work on the MLK Walk.

The meeting was adjourned at 7:45 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor