

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD MARCH 19, 2024
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.

Commissioner Moore gave the invocation.

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

Motion by Groce, seconded by Moore, to excuse Commissioners Coughlin and Morgan with prior notification.

Motion Carried.

Staff Present: Project Manager Susan Arnold, Executive Assistant Stephanie Fox, Deputy City Administrator Shay Gallagher, Finance Director Keyla Garcia, Economic Development Planner Lisa Golder, Public Works Director Chad Griffin, City Assessor Andy Johnson, City Clerk Dan Kasunic, Fleet Supervisor Jamie King, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, City Treasurer Laurie Sheldon, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo representatives Cayla Smith and Lisa Taylor

Five (5) citizens attended the meeting.

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

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

- A. Receive and file minutes of the Committee of the Whole held on March 5, 2024.
- B. Payables for the City totaling \$2,503,865.80.

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

Motion Carried.

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Motion by Tyson, seconded by Groce, to **approve the minutes** of the March 5, 2024 City Commission Meeting as distributed.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

POLICE AND FIRE DEPARTMENT MONTHLY REPORTS.

POLICE DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2024.

Police Chief Litwin reviewed the February 2024 Police Department Monthly Report. He mentioned one minor injury to an officer, an open house for hiring, the training for a K-9 handler will begin in May and the drone will go live on Wednesday the 27th.

FIRE DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2024.

Fire Chief Looman reviewed the Fire Department February 2024 Monthly Report. He stated the City of Wyoming should have the new Fire Station staffed by May.

Motion by Artz, seconded by Groce, to receive and file the Police and Fire Department Monthly Reports for February 2024.

Motion Carried.

BIDS:

APPROVE IMPLEMENTATION OF A DOMESTIC VIOLENCE PROBLEM-SOLVING COURT.

Judge Sterkenburg reviewed her memorandum dated March 19, 2024 along with a reminder of the discussion at the March 5, 2024 Committee of the Whole.

Motion by Artz, seconded by Groce, to approve the 62-B District Court to partner with the Domestic Violence Action Network for implementation of a Domestic Violence Problem-Solving Court with funding of \$142,500.00 for the first year, \$186,225.00 for the second year, and an estimated \$189,547.00 for the third year, from a \$4,000,000.00 Kent County-awarded reimbursement grant, The American Rescue Plan Act of 2021. Initially, funding will come from the 62-B District Court's operating budget and program participant fees to be charged by the PSC.

Motion Carried.

AUTHORIZE CONTRACT FOR ARMORED CAR COURIER SERVICES.

City Treasurer Sheldon informed the Commission prior to the current service they had used every service available and are happy with the current service and would like to extend the contract.

Motion by Artz, seconded by Moore, to authorize the Mayor to enter into a three-year contract, with the possibility of up to two additional one-year extensions, for armored car

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courier services, with Security Incorporated at the estimated annual cost of \$11,000.00, with funds from the Treasurer and District Court Departmental budgets, under Special Circumstances as allowed under the City of Kentwood's Purchasing Policy.

Motion Carried.

AUTHORIZE CONTRACT FOR WATER SERVICE MATERIALS INVENTORY PROJECT.

DPW Director Griffin reviewed his memorandum dated March 19, 2024 regarding this mandate, noting this request will cover only the water district the city is responsible for, with City of Grand Rapids responsible for the their water district.

Motion by Artz, seconded by Moore, to authorize the Mayor to enter into a contract for the management of a water service materials inventory project with Prein & Newhof in an amount not-to-exceed \$76,780.00 (including a 10% contingency), with funds from the Water Fund budget.

Motion Carried.

AUTHORIZE REPAIRS TO FIRE ENGINE 54.

Fleet Supervisor King explained why the repairs are needed.

Motion by Groce, seconded by Tyson, to authorize repairs to the Kentwood Fire Department's Spartan Engine 54 to be performed by Cummins Sales and Service, in an amount not-to-exceed \$34,450.00 (including a 10% contingency), with funds from the FY 2024-25 Fire Equipment Fund budget.

Motion Carried.

RESOLUTIONS:

ADOPT RESOLUTION 6-24 TO AUTHORIZING AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR RONDO STREET STATION PARK IMPROVEMENTS.

Project Manager Arnold explained the city is resubmitting this request because they think the city has a good chance of it being accepted.

Motion by Artz, seconded by Tyson, to adopt Resolution 6-24 to authorize an application for a Michigan Natural Resources Trust Fund grant for Rondo Street Station Park Improvements.

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

Resolution Adopted.

ADOPT RESOLUTION 7-24 AUTHORIZING AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR LAMBERTS TRAIL PROPERTY ACQUISITION.

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Project Manager Arnold explained the opportunity to purchase property near the landfill to be able to install a trail along with current land the city owns.

Motion by Moore, seconded by Groce, to adopt Resolution 7–24 to authorize an application for a Michigan Natural Resources Trust grant for Lamberts Trail property acquisition.

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

Resolution Adopted.

ORDINANCES:

**REQUESTED TO ADOPT AN ORDINANCE FOR CONDITIONAL APPROVAL
FOR STORAGE 5 REZONING OF 5.87 ACRES OF PROPERTY ON 44TH
STREET (1800-1900) FROM C-2 TO I-01, CASE 1-24**

Economic Development Planner Golder reviewed changes of the applicant along with any questions the commission had. In turn each commissioner spoke on this issue, noting both First Ward Commissioners were not present. City Attorney Sluggett informed the Commission that any action must be taken by the next City Commission Meeting.

Motion by Artz, seconded by Moore, to table any action until April 8th City Commission Meeting.

Motion Carried.
Tyson Dissenting.
(4-1)

The meeting was adjourned at 8:02 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor