

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD MARCH 21, 2023
Commission Chambers**

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

Commissioner Morgan led the Pledge of Allegiance to the Flag.

Reverend Samuel Moffett of House of God Family Life 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 Groce, seconded by Morgan, to excuse Commissioner Coughlin with prior notification.

Motion Carried.

Staff Present: Finance Director Tom Chase, Deputy City Administrator Shay Gallagher, Public Works Director Chad Griffin, City Clerk Dan Kasunic, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Parks and Recreation Director Val Romeo, City Treasurer Laurie Sheldon, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo representative Anna Kendall.

Seven (7) members of the public attended the meeting.

Motion by Artz, seconded by Groce, to **approve the agenda** with the following addenda: add 13(f) Patrol vehicles upfitting services with accessories.

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

- A. Payables for the City totaling \$11,894,030.49.

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

Motion Carried.

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Motion by Groce, seconded by Morgan, to **approve the minutes** of the March 7, 2023 City Commission Meeting as distributed.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

**RECEIVE AND FILE RECOMMENDATION OF THE LOCAL OFFICERS
COMPENSATION COMMISSION.**

Chairperson Jakupcik reviewed the recommendations of the LOCC.

Motion by Groce, seconded by Morgan, to receive and file the recommendation of the Local Officers Compensation Commission.

Motion Carried.

POLICE AND FIRE MONTHLY REPORTS.

FIRE DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2023.

Fire Chief Looman reviewed the monthly Fire Department report for February 2023. Chief Looman spoke of the fire at a pizza establishment that was quickly suppressed, the physical fitness room that is currently being designed, a few injuries of fire fighters and of smoke and CO detectors being installed along with ADA and “bed shakers” detectors being installed for those hearing impaired from a \$10,000 grant from the state.

POLICE DEPARTMENT MONTHLY REPORT FOR FEBRUARY 2023.

Police Chief Litwin reviewed the Police Department monthly report for February 2023. Chief Litwin spoke of “swatting” incidents that had recently occurred and of a recruiting event that resulted in 112 applications, 69 interviews, and 11 background checks for the fall Police Academy. He spoke of a community engagement event at Pizza Ranch on April 11th from 5-9 with proceeds going to the Food Pantry.

Motion by Artz, seconded by Groce, to receive and file the Police and Fire Departments Monthly Reports for February 2023.

Motion Carried.

COMMUNICATIONS AND PETITIONS:

APPROVE FINAL PLANS FOR THE OAKS SITE CONDOMINIUMS.

Engineering and Inspections Director Kirkwood reviewed the memorandum dated March 21, 2023 regarding the final plans for Oaks Site Condominium.

Motion by Draayer, seconded by Morgan, to approve the Final Plans for the Oaks Site Condominium located along Cloverleaf Court.

Motion Carried.

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PUBLIC HEARING:

MNRTFGA.

Mayor Kepley opened the public hearing for approval of the Michigan Natural Resources Trust Fund Grant Applications.

Following a brief presentation by Parks and Recreation Director Romeo:

Motion by Artz, seconded by Morgan, to close the public hearing.

Motion Carried.

ADOPT RESOLUTION 7-23 AUTHORIZING APPLICATION FOR DNR TRUST FUND GRANT FOR BOWEN STATION PARK IMPROVEMENTS.

Motion by Groce, seconded by Morgan, to adopt Resolution 7-23 authorizing application for DNR Trust Fund Grant for Bowen Station Park Improvements for \$558,000 with the City obligation of \$279,000 of the total project.

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

Resolution Adopted.

ADOPT RESOLUTION 8-23 AUTHORIZING APPLICATION FOR DNR TRUST FUND GRANT FOR PAUL HENRY TRAIL IMPROVEMENTS.

Motion by Draayer, seconded by Tyson, to adopt Resolution 8-23 authorizing application for DNR Trust Fund Grant for Paul Henry Trail Improvements for \$1,000,000 with the City obligation of \$500,000 of the total project.

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

Resolution Adopted.

ADOPT RESOLUTION 9-23 AUTHORIZING APPLICATION FOR DNR TRUST FUND GRANT FOR RONDO STREET STATION PARK IMPROVEMENTS.

Motion by Morgan, seconded by Groce, to adopt Resolution 9-23 authorizing application for DNR Trust Fund Grant for Rondo Street Station Park Improvements for \$555,000 and the City obligation of \$277,500 of the total project.

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

Resolution Adopted.

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BIDS:

AUTHORIZE CONTRACT FOR ENGINEERING SERVICES FOR BRETONFIELD PRESERVE #6.

Engineering & Inspections Director Kirkwood reviewed the memorandum dated March 21, 2023 regarding the Bretonfield Preserve #6 Project noting there is no cost to the city.

Motion by Draayer, seconded by Tyson, to authorize the Mayor to enter a contract for construction engineering, inspection and testing services with Spalding DeDecker, in an amount not to exceed \$82,460.00 (including a 10% contingency), to represent the City's interests during construction of the Bretonfield Preserve #6 public plat.

Motion Carried.

AUTHORIZE CONSTRUCTION CONTRACT FOR EAST PARIS NATURE IMPROVEMENTS.

Parks and Recreation Director Romeo reviewed her memorandum dated March 21, 2023 regarding the East Paris Nature Park stating the work will begin in April with funds from the grant.

Motion by Artz, seconded by Tyson, to authorize the Mayor to enter into a contract with Bultsman Construction Company (low bidder) for the construction of various improvements within East Paris Nature Park in an amount not to exceed \$580,000.00 (including a 10% contingency), with funds from: a \$214,100.00 reimbursement grant from Michigan Natural Resources Trust Fund (MNRTF), a 50% match (\$214,100.00) from the FY 2023-24 Property and Building Fund, and with the remaining \$193,270.00 to be funded from the FY 2024-25 Parks Millage Fund.

Motion Carried.

APPROVE PURCHASE OF A TRUNARC DRUG TESTING DEVICE.

Police Chief Litwin explained how the device works and why it is needed.

Motion by Tyson, seconded by Artz, to approve the purchase of a TruNarc drug testing device from Thermo Scientific Portable Analytical Instruments, Inc. at a cost of \$31,804.00, using funds received from the National Opioids Settlement proceeds.

Motion Carried.

AUTHORIZE PURCHASE OF TWO-WAY RADIOS AND ACCESSORIES.

DPW Director Griffin reviewed his memorandum dated March 21, 2023 noting the need to upgrade the radios because of the upgrade made by Police and Fire prior to keep in communications with them.

Motion by Morgan, seconded by Groce, to authorize the purchase of 29 portable hand-held, 10 vehicle-mounted, and 2 desk station 800 MHz two-way radios and accessories from Motorola Solutions at a cost of \$123,700.00 for equipment, a \$3,500.00 allowance for installation of vehicle-mounted units, and \$3,450.00 for a three-year service

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subscription for all units for a total cost of \$130,650.00, using funds from the DPW Equipment Fund.

Motion Carried.

APPROVE PURCHASE OF FERTILIZER, GRUB AND WEED CONTROL FOR CITY PROPERTIES.

DPW Director Griffin provided background on the testing of organic fertilizer and the unsatisfactory results.

Motion by Artz, seconded by Groce, to authorize the Mayor to enter into a one-year contract with the option, upon mutual agreement, to extend for up to four additional one-year terms with Site One Landscapes for fertilizer, including pH management, grub and weed control supplies, at an annual seasonal cost of up to \$40,000.00, with funds the General Fund Public Works Operating budget.

Motion Carried.

PATROL VEHICLES UPFITTING SERVICES WITH ACCESSORIES.

Police Chief Litwin reviewed his memorandum dated March 21, 2023 regarding the upfitting services of Police vehicles.

Motion by Artz, seconded by Groce, to authorize the Mayor to enter into a one-year contract, with four possible one-year extensions, with Arrowhead Upfitting (the low bidder) for the decommissioning and up-fitting of five Police vehicles at a cost of \$19,000.00 per vehicle (including a \$1,000 contingency), for a total of \$95,000.00, with funds from the Police Capital Equipment Fund.

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

Commissioner Groce-Inquired of the status of Andover streetlights. Engineering and Inspections Director Kirkwood informed him there has been a delay because of the snow and ice.

Mayor Kepley-Reminded everyone of spring break and the next meeting will be April 13th beginning at 5:00 p.m. then into the Committee of the Whole for budget discussions.

The meeting was adjourned at 8:26 P. M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor