

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD APRIL 13, 2023
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 5:05 P.M.

Commissioner Tyson led the Pledge of Allegiance to the Flag.

Reverend Mick Veach of Kentwood Community Church gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Robert Coughlin, Ron Draayer, Maurice Groce, Clarkston Morgan (5:20), Jessica Ann Tyson and Mayor Stephen Kepley.

Staff Present: City Engineer Brad Boomstra, Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Human Resources Director Gail Dewey, Deputy City Administrator Shay Gallagher, Public Works Director Chad Griffin, Deputy Fire Chief Mike Hipp, City Assessor Andy Johnson, City Clerk Dan Kasunic, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo representative Anna Kendall.

Three (3) citizens attended the meeting.

Motion by Groce, seconded by Tyson, to **approve the agenda** with the following addendum: move 7(c) emergency repairs for Fire Engine 51 to 10 (a)

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

- A. Receive and file minutes of the Committee of the Whole held on March 21, 2023.
- B. Notification of emergency purchase of water pipes, hydrants and valves.
- C. Adopt Resolution 10–23 to amend Section 457 Deferred Compensation Plan.
- D. Approve updated Investment Policy for the Defined Benefit Pension Plan.
- E. Preliminary FY 2023-2024 General Fund Budget. (Information only)
- F. Payables for the City totaling \$3,383,053.18.

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

Motion Carried.
Resolution Adopted.

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Motion by Coughlin, seconded by Tyson, to **approve the minutes** of the March 21, 2023 City Commission Meeting as distributed.

Motion Carried.

COMMUNICATIONS AND PETITIONS:

NOTIFICATION OF EMERGENCY REPAIRS TO FIRE ENGINE 51.

Fire Chief Looman reviewed the many repairs to Fire Engine 51 because of maintenance issues or deer damage. He noted insurance reimbursement on some of the cost.

BIDS:

AUTHORIZE AGREEMENT FOR EXECUTIVE RECRUITMENT SERVICES.

Human Resources Director Dewey reviewed her memorandum dated April 13, 2023 regarding the recruitment services, noting it may not be needed for a Finance Director but is listed just in case. She mentioned a correction to the cost listed for the project engineer to be \$2,850.00 and not the \$2,000.00 listed in the memo.

Motion by Artz, seconded by Groce, to authorize the Mayor to enter an agreement for executive recruitment services with Amy Cell LLC for a cost of up to \$22,470.00, with funds from the General Fund (City General) operating budget.

Motion Carried.

AUTHORIZE ADDITIONAL ENGINEERING SERVICES FOR EAST PARIS AVENUE RECONSTRUCTION.

City Engineer Boomstra reviewed his memorandum dated April 13, 2023 regarding the engineering service because of a conflict with the new storm sewer.

Motion by Groce, seconded by Coughlin, to approve an additional \$12,017.71 for extra time needed to complete the construction of East Paris Avenue.

Motion Carried.

AUTHORIZE STORMWATER MANAGEMENT IMPROVEMENTS FOR JAYCEE PARK PHASE III.

Engineering & Inspections Director Kirkwood spoke of this change and implementing new procedures to eliminate this type of problem in the future.

Motion by Artz, seconded by Tyson, to authorize an increase in the contract with Denny's Excavating, Inc. for \$67,360.00, to pay for stormwater management improvements that have been added to the Jaycee Park design for the parking lot & entrance improvements. This will bring the total local match to \$373,206.00 and would be paid from the Property & Building Fund or the Parks & Recreation Millage Fund depending on when the City's costs are incurred.

Motion Carried.

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COMMENTS OF COMMISSIONERS AND MAYOR:

Mayor Kepley-Asked DPW Director Griffin to speak on winning the “biggest Loser Award” Director Griffin explained the Green Building Council awarded Kentwood the “Biggest Loser” in energy consumption reduction in saving 15% and the Library the Education section of 17% and will be presented to the city on April 18th at 3:00pm at the JW Marriott.

The meeting was adjourned at 5:25 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor