

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD MAY 21, 2024
Commission Chambers**

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

Commissioner Moore led the Pledge of Allegiance to the Flag.

Commissioner Morgan 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: Executive Assistant Stephanie Fox, 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, Assistant Planner Joe Pung, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo representative.

Eight (8) citizens attended the meeting.

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

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

A representative from the United States Department of Agriculture Agency who spoke of the Urban Agriculture Program from the farm services agency and the need for Kentwood to fill a vacant seat on the committee and explained Urban Farming.

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

- A. Receive and file minutes of the Committee of the Whole held on May 13, 2024.
- B. Adopt Resolution 14-24 to Exempt the City from requirements of P.A. 152.
- C. Payables for the City totaling \$365,914.78.

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

Motion Carried.
Resolution Adopted.

City Commission Meeting
May 21, 2024.

Motion by Tyson, seconded by Morgan, to **approve the minutes** of the May 13, 2024 City Commission Meeting as distributed.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

PROCLAMATION OF NATIONAL PUBLIC WORKS WEEK.

Mayor Kepley read the proclamation and DPW Director Griffin provided information on the department and the event on Thursday.

POLICE AND FIRE MONTHLY REPORTS.

POLICE DEPARTMENT MONTHLY REPORT FOR APRIL 2024.

Police Chief Litwin reviewed the Monthly Police Department Report for April 2024. Chief Litwin spoke of the Distracted Driving Task force, the yearly in-service training and of the new K-9 who is currently in training.

FIRE DEPARTMENT MONTHLY REPORT FOR APRIL 2024.

Fire Chief Looman reviewed the Fire Department Monthly Report for April 2024. Chief Looman spoke at length about the Kelloggsville School garage fire on April 28th.

Motion by Coughlin, seconded by Morgan, to receive and file the Police and Fire Departments Monthly Reports for April 2024.

Motion Carried.

PUBLIC HEARING:

Hope Haven.

Mayor Kepley opened the public hearing for rezoning and preliminary site plan for 5578, 5600, 5606, 5632 Wing Avenue.

Mayor Kepley announced the applicant has requested this item be tabled until June 18, 2024; however, would allow anyone to speak on this issue.

Motion by Artz, seconded by Groce, to table the public hearing until June 18, 2024.

Motion Carried.

BIDS:

AUTHORIZE CONTRACT FOR ENGINEERING SERVICES FOR 52ND STREET REHABILITATION.

Engineering and Inspections Director Kirkwood reviewed his memorandum dated May 21, 2024 regarding the project. He explained the reason staff recommended LRE for this project.

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Motion by Artz, seconded by Tyson, to authorize the Mayor to enter a contract for design and construction engineering services with Land Resource Engineering (LRE) for the rehabilitation of 2 sections for 52nd Street (section 1 is between Division Ave. and Eastern Ave. and section 2 is between Breezefield Drive and Broadmoor Ave.) in an amount not-to-exceed \$247,230.00 (including a 10% contingency), with funds from the FY 2024-25 and FY 2025-26 Major Street Fund. (change from memo regarding fund)

Motion Carried.

RESOLUTIONS:

ADOPT RESOLUTION 15–24 TO ADOPT THE FY 2024-2025 GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGETS AND CITY OPERATING MILLAGES.

Motion by Groce, seconded by Morgan, to adopt Resolution 15–24 to adopt the Fiscal Year 2024-2025 General Fund and Special Revenue Fund Budgets and City Operating Millages.

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

Resolution Adopted.

ADOPT RESOLUTION 16–24 TO ADOPT THE SCHEDULE OF CAPITAL IMPROVEMENTS FOR JUNE 2024-JUNE 2030.

Motion by Coughlin, seconded by Moore, to adopt Resolution 16–24 to adopt the Schedule of Capital Improvements for July 2024-June 2030.

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

Resolution Adopted.

The meeting was adjourned at 7:48 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor