

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD JULY 18, 2023
Commission Chambers**

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

Commissioner Artz led the Pledge of Allegiance to the Flag.

Commissioner Morgan gave the invocation.

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

Staff Present: Finance Director Emeritus Tom Chase, 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, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett, and Sabo representative Anna Kendall.

Four (4) citizens attended the meeting.

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

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

Edward Kolenda requested a streetlight be installed at the intersection at Old Elm and East Paris because at night it is difficult to see Old Elm as you drive.

Commissioner Groce has been in conversations with staff and is currently working on this item.

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 Tyson, to approve the Consent Agenda as follows:

- A. Approve selection of AQR Capital Management as a Pension Plan equity manager.
- B. Authorize execution of Mission Square Retirement Administrative Services Agreement.
- C. Payables for the City totaling \$1,330,773.60.

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

Motion Carried.

City Commission Meeting
July 18, 2023.

Motion by Morgan, seconded by Coughlin, to **approve the minutes** of the July 10, 2023 City Commission Meeting as distributed.

Motion Carried.

PRESENTATIONS AND PROCLAMATIONS:

POLICE AND FIRE DEPARTMENT MONTHLY REPORTS.

POLICE DEPARTMENT MONTHLY REPORT FOR JUNE 2023.

Police Chief Litwin reviewed the Police Department Monthly Report for June 2023.

He spoke of events the department was involved in for June.

FIRE DEPARTMENT MONTHLY REPORT FOR JUNE 2023.

Fire Chief Looman reviewed the Fire Department Monthly Report for June 2023.

He spoke the number of smoke detectors that have been installed with the expectation of having 500 installed by the end of August. Chief Looman spoke of the process of hiring two open positions for Fire Fighters. Commissioner Draayer inquired of businesses returning their hazardous materials surveys and asked what the department is doing to obtaining better information.

Motion by Morgan, seconded by Groce, to receive and file the Police and Fire Monthly reports for June 2023.

Motion Carried.

BIDS:

AUTHORIZE EXTENSION OF UNIFORM RENTAL AGREEMENT FOR DEPARTMENT OF PUBLIC WORKS.

DPW Director Griffin reviewed his memorandum dated July 18, 2023 regarding uniform rental agreement.

Motion by Artz, seconded by Morgan, to authorize the Mayor to extend an employee uniform rental service agreement with Maurer's Textile Rental Services, Inc. for up to five years at an estimated annual total cost of \$16,000.00, with funds from the Public Works General Fund Operating budget under Special Circumstances as allowed under the City of Kentwood Purchase Policy.

Motion Carried.

AUTHORIZE CONTRACT FOR SANITARY SEWER LATERAL CLEANING AND LINING.

DPW Director Griffin reviewed his memorandum dated July 18, 2023.

City Commission Meeting
July 18, 2023.

Motion by Artz, seconded by Morgan, to authorize the Mayor to enter into a contract for the cleaning and lining of 23 sanitary sewer laterals with Performance Pipelining, Inc. not to exceed a cost of \$224,455.00 (including a 15% contingency), with funds from the 2023-24 Sewer Fund.

Motion Carried.

APPROVE PURCHASE OF TWO POLICE PATROL VEHICLES.

Police Chief Litwin explained the opportunity to purchase two vehicles that another department didn't want, and they will be requesting additional vehicles in the future.

Motion by Draayer, seconded by Tyson, to approve the purchase of two 2023 model year Dodge Durango's from LaFontaine CDJR-Lansing in the amount of \$85,090.00, plus equipment, accessories, decals, and upfitting services at a total not-to-exceed \$39,600.00, for a grand total of \$124,690.00: with funds from the FY 2024-25 Police Equipment Fund piggybacking on a State of Michigan MiDEAL contract pricing.

Motion Carried.

AUTHORIZE PURCHASE OF GMC TRUCK WITH EQUIPMENT FOR MEDICAL UNIT.

Fire Chief Looman informed the Commission this is the second half of the total purchase for a medical response vehicle.

Motion by Artz, seconded by Coughlin, to authorize the purchase of a 2024 GMC Sierra 3500HD crew cab, 4-wheel drive work truck to be outfitted as a medical response unit from Todd Wenzel Buick GMC in an amount not-to-exceed \$49,800.00, including a \$7,000.00 contingency for auxiliary equipment, with funds from the FY 2023-24 Fire Equipment Fund piggybacking on the State of Michigan MiDEAL Contract.

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

Commissioner Groce-inquired on 52nd Street and Stauffer on what is being installed. The City is installing a non-motorized trail with grant money.

Commissioner Morgan-informed the commission that the Bowen House that has a historical designation is for sale and wanted to ensure that this location remains in historical condition.

Mayor Kepley-informed the Commission that with the two Park and Recreation Projects, Covenant Park and the proposed Community Center, the City has received the RFPs and has reviewed them and will begin to interview the designers on Monday with the intention to bring to City Commission a staff recommendation at the first meeting in August and if all goes well have a ribbon-cutting for the Community Center sometime between October 2025 or June 2026. Then with final Covenant Park design seek grant and private donation funding.

City Commission Meeting
July 18, 2023.

Mayor Kepley spoke on the county's proposed sustainable business park for how to deal with the trash problem for the next fifty years. There will be an upcoming meeting to decide if they will have a sustainable business park that would raise the cost of waste removal for Kentwood residents by around \$25 per year or be in the landfill business, then they will need to permit for a new landfill which will take five years but knowing the current landfill has only seven to eight years left. Also noting the waste-to-energy contract expires in 2025.

The meeting was adjourned at 7:38 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor