

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD NOVEMBER 1, 2022
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 7:07 P.M.

Commissioner Coughlin led the Pledge of Allegiance to the Flag.

City Commissioner Morgan gave the invocation.

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

Motion by Coughlin, seconded by Morgan, to excuse Commissioner Groce with prior notification.

Motion Carried.

Staff Present: City Engineer Brad Boomstra, Finance Director Tom Chase, 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, Community Development Director Terry Schweitzer, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeff Sluggett and Sabo representative Lisa Taylor.

Two (2) citizens attended the meeting.

Motion by Artz, seconded by Tyson, to **approve the agenda** with the following addendum: remove 15 (b) amendment to zoning ordinance.

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

- A. Receive and file minutes of the Committee of the Whole held on October 18, 2022.
- B. Adopt Resolution 23-22 to set a public hearing for Snackcraft LLC Industrial Facilities Exemption Certificate located at 4444-52nd Street, SE.
- C. Payables for the City totaling \$1,004,634.38.

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

Motion Carried.
Resolution Adopted.

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Motion by Draayer, seconded by Artz, to **approve the minutes** of the October 18, 2022 City Commission Meeting as distributed.

Motion Carried.

BIDS:

AUTHORIZE CONTRACT FOR TRAFFIC SIGNAL REPLACEMENT AT 52ND STREET AND STAUFFER AVENUE.

City Engineer Boomstra reviewed his memorandum dated November 1, 2022 regarding the upgrade of traffic signal.

Motion by Artz, seconded by Morgan, to authorize the Mayor to execute a contract with Strain Electric Company, LLC for the replacement of the traffic signals at 52nd Street and Stauffer Avenue in an amount not-to-exceed \$220,000.00 (including a 10% contingency), with funds from the FY 2022-23 and FY 2023-24 Major Street Fund budget.

Motion Carried.

APPROVE PURCHASE OF GROUNDMASTER RIDING LAWN MOWER.

DPW Director Griffin reviewed the proposed purchase noting the large labor saving.

Motion by Draayer, seconded by Tyson, to approve the purchase of a Toro Groundsmaster riding lawn mower for the City's Public Works Department from Spartan Distributors in an amount up to \$101,523.00 (including a 10% contingency), with funds from the FY 2022-23 DPW Equipment Fund budget.

Motion Carried.

ORDINANCES

ADOPT ORDINANCE 3-22 TO AMEND SECTIONS 74-72, 74-80 AND 74-81 OF THE KENTWOOD CODE OF ORDINANCES FOR SHORT-TERM RENTALS.

Community Development Director Schweitzer briefly reviewed the proposed amendment as discussed at the Committee of the Whole.

Motion by Draayer to amend the proposed ordinance to exempt primary residence of an owner-occupied dwelling. With no second the motion died.

Motion by Artz, seconded by Coughlin, to adopt Ordinance 3-22 to amend Sections 74-72, 74-80 and 74-81 of the Kentwood Code of Ordinances for Short-Term Rentals.

Roll Call Vote: Yeas: All. Nays: Draayer. Absent: Groce.

Ordinance Adopted.

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APPOINTMENTS AND RESIGNATIONS:

CONFIRM APPOINTMENTS TO PLANNING COMMISSION, ZONING BOARD OF APPEALS AND HISTORIC PRESERVATION COMMISSION.

Commissioner Artz spoke in favor of many of the appointees, as did Mayor Kepley.

Motion by Artz, seconded by Coughlin, to confirm the appointments of Doug VanderMeer and Sarah Weir to the Planning Commission.

Motion Carried.

Motion by Artz, seconded by Coughlin, to confirm the appointment of Robert Spaulding to the Zoning Board of Appeals.

Motion Carried.

Motion by Tyson, seconded by Artz, to confirm the appointment of Erika Plunkett to the Historic Preservation Commission.

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

Commissioner Coughlin-Inquired if and when there will be a retreat.

Mayor Kepley stated with no Deputy Administrator he will begin the process in setting up topics. He continued, regarding going to other communities to investigate what those communities have in the way of Parks and Recreation facilities and what to do and what not to do.

Commissioner Artz-Wanted to thank Commissioner Tyson for her vision on how she builds relationships with people.

Community Development Director Schweitzer informed the Commission of a presentation December 6, 2022 at the Committee of the Whole of the overview airport area access study.

The meeting was adjourned at 7:33 P.M.

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor