

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION
HELD NOVEMBER 20, 2018
Commission Chambers**

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

Commissioner Bridson led the Pledge of Allegiance to the Flag.

Reverend Eric Hines of Kentwood Baptist Church gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Emily Bridson, Richard Clanton, Robert Coughlin, Thomas McKelvey, and Mayor Stephen Kepley.

Motion by Coughlin, seconded by Artz, to excuse Commissioner Brown with prior notification.

Motion Carried.

Staff Present: Engineering & Inspection Director Tim Bradshaw, Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Economic Development Planner Lisa Golder, City Clerk Dan Kasunic, Fire Chief Brent Looman, Assistant Planner Joe Pung, Deputy Administrator Mark Rambo, Deputy Police Chief Richard Roberts, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeffrey Sluggett, and Police Sergeant Dave Unseld.

Four (4) citizens and members of the news media attended the meeting.

Motion by Clanton, seconded by Bridson, to **approve the agenda**.

Motion Carried.

ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:

A South Christian student introduced himself.

City Magistrate Sharon Brinks spoke of having served with Richard Clanton on the City Commission, praising his service.

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 Artz, seconded by McKelvey, to approve the Consent Agenda as follows:

- A. Receive and file minutes of the Committee of the Whole Meeting held on November 12, 2018.

City Commission Meeting
November 20, 2018.

- B. Adopt Ordinance 15–18 to amend Section 22-104 of the Code of Ordinances (Fire Prevention Code) to add Chapter 39.
- C. Payables for the City totaling \$1,089,805.63.

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

Motion Carried.
Ordinance Adopted.

Motion by Coughlin, seconded by Bridson, to **approve the minutes** of the November 12, 2018 City Commission Meeting.

Motion Carried.

COMMUNICATIONS AND PETITIONS:

APPROVAL OF ONE YEAR EXTENSION OF PRELIMINARY SITE PLAN FOR 4390 WOODSIDE OAKS DRIVE.

Economic Development Planner Golder explained the allowance for multiple extensions.

Motion by Clanton, seconded by Coughlin, to approve the one year extension of Preliminary Site Plan for 4390 Woodside Oaks Drive.

Motion Carried.

CONDITIONAL APPROVAL FOR HIGH FIVE BREWERY.

CONDITIONAL APPROVAL OF SPECIAL LAND USE FOR SERVICE OF ALCOHOLIC BEVERAGES FOR ON-SITE CONSUMPTION FOR CASE NO. 2-18 HIGH FIVE CO-OP MICRO-BREWERY.

Economic Development Planner Golder reviewed the conditions and basis points and CO-OP board member Doug Petteys explained the CO-OP.

Motion by Coughlin, seconded by Artz, to conditionally approve the Special Land Use for service of alcoholic beverages for on-site consumption for Case No. 2-18 High Five Micro-Brewery located at 3846-52nd Street, with Conditions 1 through 7 and Basis Points 1 through 10 based on the Administrative Review Team’s Findings of Fact dated November 14, 2018.

Motion Carried.

CONDITIONAL APPROVAL OF SITE PLAN DATED OCTOBER 19, 2018 FOR SERVICE OF ALCOHOLIC BEVERAGES FOR ON-SITE CONSUMPTION FOR CASE NO. 2-18 HIGH FIVE MICRO-BREWERY.

Motion by Coughlin, seconded by Artz, to conditionally approve the Site Plan dated October 19, 2018 for service of alcoholic beverages for On-site consumption for High Five Micro-Brewery located at 3846-52nd Street, with Conditions 1 through 3 and Basis

City Commission Meeting
November 20, 2018.

Points 1 through 4 based on the Administrative Review Team's Findings of Fact dated November 14, 2018.

Motion Carried.

ADOPT RESOLUTION 39-18 TO APPROVE THE MICRO-BREWERY AND WINE MAKER LICENSE APPLICATION FOR HIGH FIVE BREWERY.

Motion by Clanton, seconded by Artz, to adopt Resolution 39-18 to approve the Micro-Brewery and Wine Maker License Application for High Five Brewery located at 3846-52nd Street, SE.

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

Resolution Adopted.

FIRE AND POLICE DEPARTMENTS MONTHLY ACTIVITY REPORTS

Fire Chief Looman reviewed the Monthly Report for October 2018. He spoke of going to schools for Fire Prevention Month and seeing 3500 children.

Police Deputy Chief Roberts reviewed the Monthly Report for October 2018. He introduced Sgt. Unseld, who had recently been placed over the Traffic Division. He noted the P.R.I.C.E. Program will begin for the Christmas season.

Motion by Coughlin, seconded by Artz to receive and file the Fire and Police Departments Monthly Activity Reports for October 2018.

Motion Carried.

PUBLIC HEARINGS.

Zoning Text Amendment

Mayor Kepley opened the public hearing to amend the Kentwood Zoning Ordinance No. 9-02, as amended. Relating to accessory buildings.

After a brief presentation by Assistant Planner Pung:

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

Motion Carried.

ADOPT ORDINANCE 16-18 TO AMEND THE CITY OF KENTWOOD ZONING ORDINANCE PERTAINING TO ACCESSORY BUILDINGS.

Motion by Artz, seconded by Clanton, to adopt Ordinance 16-18 to amend the City of Kentwood Zoning Ordinance pertaining to accessory buildings.

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

Ordinance Adopted.

City Commission Meeting
November 20, 2018.

CDBG

Mayor Kepley opened the public hearing to authorize use of Community Development Block Grant Funds for sidewalk infill and 52nd Street reconstruction.

Following a brief presentation by Economic Development Planner Golder:

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

Motion Carried.

ADOPT RESOLUTION 40–18 TO AUTHORIZE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR SIDEWALK INFILL AND 52ND STREET RECONSTRUCTION.

Motion by Clanton, seconded by Bridson, to adopt Resolution 40–18 to authorize use of Community Development Block grant Funds for Sidewalk in-fill and 52nd Street Reconstruction.

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

Resolution Adopted.

APPOINTMENTS AND RESIGNATIONS:

ACCEPT THE RESIGNATION OF RICHARD CLANTON AS COMMISSIONER-AT-LARGE AND TO SOLICIT APPLICATONS.

Motion by Artz, seconded by Coughlin, to regretfully accept the resignation of Richard Clanton as Commissioner-At-Large, to declare the position vacant and to authorize the Mayor's Office to solicit applications for that office.

Motion Carried.

COMMENTS OF COMMISSIONERS AND MAYOR:

Mayor Kepley-spoke of the need to take the time to learn from other states, who have previously implemented recreational marijuana legislation, to prevent potential problems including environmental issues associated with cannabis cultivation.

Deputy City Administrator Rambo inquired of the Commission on date(s) available to interview candidates for the now vacant City Commission position.

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

Dan Kasunic
City Clerk

Stephen C.N. Kepley
Mayor