

**APPROVED MINUTES OF THE REGULAR MEETING  
OF THE KENTWOOD CITY COMMISSION  
HELD DECEMBER 4, 2018  
Commission Chambers**

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

Commissioner Brown led the Pledge of Allegiance to the Flag.

Reverend John Mondri of African Community Fellowship Church gave the invocation.

Roll Call: Present: Commissioners: Betsy Artz, Emily Bridson, Michael W. Brown, Robert Coughlin, Thomas McKelvey, and Mayor Stephen Kepley.

Staff Present: Engineering & Inspections Director Tim Bradshaw, Deputy Finance Director Bhama Cairns, Finance Director Tom Chase, Deputy Fire Chief Gregg Ginebaugh, Public Works Director John Gorney, Police Chief Tom Hillen, City Clerk Dan Kasunic, Fleet Manager Jamie King, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Deputy Police Chief Richard Roberts, Parks and Recreation Director Val Romeo, Community Development Director Terry Schweitzer, Fire Department Administrative Assistant Nancy Shane, City Attorney Jeffrey Sluggett, and City Engineer Dan VanderHeide.

Five (5) citizens and members of the news media attended the meeting.

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

Motion Carried.

**ACKNOWLEDGE VISITORS AND NON-AGENDA ITEMS:**

A student from South Christian High School introduced herself.

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

- A. Authorize contract amendment for design and construction engineering services with Wightman & Assoc. for Breton Avenue rehabilitation.
- B. Payables for the City totaling \$1,982,506.35

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

Motion Carried.

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Motion by Artz, seconded by Bridson, to **approve the minutes** of the November 20, 2018 City Commission Meeting.

Motion Carried.

**COMMUNICATIONS AND PETITIONS:**

**MICHIGAN CITY, VILLAGE AND TOWNSHIP REVENUE SHARING-  
INFORMATION ONLY.**

Finance Director Chase discussed the State of Michigan's City Village Township Revenue Sharing (CVTRS) Program. Under this program, the City is required to submit certain documents to MI Department of Treasury and post them on the City's website. The City must also notify citizens where this information is available. See the City of Kentwood website (<http://www.kentwood.us>) on the Finance Department page under Financial Information & Transparency.

**PUBLIC HEARING:**

**Prohibition of marihuana establishments and facilities.**

Mayor Kepley opened the public hearing to adopt an ordinance to amend the City of Kentwood Zoning Ordinance relating to the prohibition of marihuana establishments and facilities.

Following a brief presentation by Community Development Director Schweitzer:

One person from Grand Rapids spoke in favor of allowing marihuana establishments.

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

Motion Carried.

**ADOPT ORDINANCE 17-18 TO AMEND THE CITY OF KENTWOOD  
ZONING ORDINANCE RELATING TO THE PROHIBITION OF  
MARIHUANA ESTABLISHMENTS AND FACILITIES.**

Motion by Artz, seconded by McKelvey, to adopt Ordinance 17-18 to amend the City of Kentwood Zoning Ordinance relating to the prohibition of marihuana establishments and facilities, with the understanding to have this item return to the City Commission when the State has adopted the promulgated rules regarding marihuana establishments.

Roll Call Vote: Yeas: Artz, Brown, Coughlin, McKelvey and Kepley. Nays: Bridson.  
Absent: None.

Ordinance Adopted.

**BIDS:**

**AUTHORIZE CONTRACT WITH FISHBECK, THOMPSON, CARR & HUBER  
FOR DESIGN SERVICES FOR CITY HALL IMPROVEMENTS.**

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Engineering & Inspections Director Bradshaw reviewed his memorandum dated December 4, 2018 regarding the proposed City Hall Improvements. Motion by Brown, seconded by Artz, to authorize the Mayor to enter into a contract with Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) for design services for City Hall improvements at a cost not-to-exceed \$18,560.00 (including a 10% contingency), from the FY 2018-19 Property and Building Fund budget.

Motion Carried.

**AUTHORIZE PURCHASE OF FOUR CHEVY EQUINOX VEHICLES FOR THE INSPECTIONS DEPARTMENT FOR BERGER CHEVROLET.**

Engineering & Inspections Director Bradshaw reviewed his memorandum dated December 4, 2018 regarding the purchase of vehicles.

Motion by Brown, seconded by Artz, to authorize the purchase of four Chevy Equinox vehicles for the Inspections Department, from Berger Chevrolet of Grand Rapids, for a total of \$88,304.00, which includes \$1,200.00 for decals and accessories, with funds from the Property and Building Fund.

Motion Carried.

**AUTHORIZE PURCHASE OF VIDEO REDACTION SOFTWARE AND HARDWARE FOR THE POLICE DEPARTMENT FROM COBAN TECHNOLOGIES, INC.**

Deputy Police Chief Roberts reviewed his memorandum dated November 27, 2018 regarding redaction software.

Motion by Artz, seconded by McKelvey, to authorize the purchase of Coban Commend Redact software and Coban Render Engine hardware from Coban Technologies, Inc. (Coban) at a cost of \$18,378.00, with funds from the FY 2018-19 Police Equipment Fund budget.

Motion Carried.

**AUTHORIZE PURCHASE OF A SPEED ALERT RADAR TRAILER FROM ALL TRAFFIC SOLUTIONS.**

Police Chief Hillen reviewed his memorandum dated November 27 2018 regarding the purchase of a speed radar trailer.

Motion by Coughlin, seconded by Brown, authorize the purchase of a Speed Alert 24 Radar Message sign trailer from All Traffic Solutions at a cost of \$17,850.00 from the FY 2018-19 Police Equipment Fund.

Motion Carried.

**AUTHORIZE PURCHASE OF TWO DATA COLLECTORS AND ONE GPS MEASURING DEVICE FROM LEICA GEOSYSTEMS INC.**

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Police Chief Hillen reviewed his memorandum dated November 27, 2018 regarding the purchase by two departments of GPS measuring device.

Motion by Brown, seconded by Coughlin, to authorize the purchase of two data collectors and GPS Measuring Device from Leica Geosystems, Inc. available through the State of Michigan MiDeal contract, for \$34,120.00, with \$16,860.00 from the FY 2018-19 Police Equipment Fund budget, and \$17,260.00 from the FY 2018-19 Property and Building Fud budget.

Motion Carried.

**APPROVE TWO YEAR EXTENSION OF THE RECOGNITION OF FIVE ENGINEERING FIRMS AS PRE-QUALIFIED FOR SURVEY, ENGINEERING, TESTING AND INSPECTION SERVICES.**

City Engineer VanderHeide reviewed his memorandum dated December 4, 2018 regarding the extension of pre-qualified engineering firms. Noting individual contracts will continue to be brought before the City Commission for approval of each instance, with projects and funding further identified at those times.

Motion by Artz, seconded by McKelvey, approve the extension of the recognition of the City's five engineering firms as pre-qualified for Survey, Engineering, Testing and Inspection services for an additional two years.

Motion Carried.

**APPROVE PURCHASE OF THREE SETS OF HIGH PRESSURE AIR BAGS FROM APOLLO FIRE EQUIPMENT.**

Fire Chief Looman reviewed his memorandum dated November 27, 2018 regarding the replacement of air bags.

Motion by McKelvey, seconded by Coughlin, to approve the purchase of three sets of high pressure air bags from Apollo Fire Equipment at a cost of \$23,700.00 (including estimated shipping), with funds from the Fire Equipment Fund.

Motion Carried.

**RESOLUTIONS:**

**ADOPT RESOLUTION 41-18 TO ESTABLISH CITY COMMISSION MEETING DATES IN THE 2019 CALENDAR YEAR.**

Motion by Artz, seconded by Bridson, to adopt Resolution 41-18 to establish City Commission meeting dates in the 2019 calendar year.

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

Resolution Adopted.

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**ADOPT RESOLUTION 42-18 TO APPROVE A FOURTH EXTENSION TO WATER AND SANITARY SEWER SERVICE AGREEMENT BETWEEN THE CITY OF KENTWOOD AND THE CITY OF GRAND RAPIDS.**

Engineering & Inspections Director Bradshaw spoke of an extension of another 30 year agreement, and why that amount of time is important.

Motion by Artz, seconded by Brown, to adopt Resolution 42-18 to approve a fourth extension to Water and Sanitary Sewer Service Agreement between the City of Kentwood and the City of Grand Rapids.

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

Resolution Adopted.

**COMMENTS OF COMMISSIONERS AND MAYOR:**

Mayor Kepley-Reviewed the upcoming events, Tree Lighting and Santa Parade. Also a sub-committee meeting for strategic planning and a retreat for City Commission in February.

The meeting was adjourned at 8:00 P.M.

Dan Kasunic  
City Clerk

Stephen C.N. Kepley  
Mayor