

**APPROVED MINUTES OF THE REGULAR MEETING
OF THE KENTWOOD CITY COMMISSION HELD
MARCH 18, 2019
Commission Chambers**

Mayor Stephen Kepley called the meeting to order at 7:04 P.M.

Commissioner Groce led the Pledge of Allegiance to the Flag.

Reverend Frank Guter, Chaplain for Holland Home gave the invocation.

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

Staff Present: Finance Director Tom Chase, Deputy Finance Director Bhama Cairns, Deputy Administrator Mark Rambo, Public Works Director John Gorney, City Engineer Dan VanderHeide, Police Chief Tom Hillen, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, Economic Development Planner Lisa Golder, Senior Planner Joe Pung, Communications Director Lisa Levandoski, Deputy City Clerk Becky Schultz and City Attorney Jeffrey Sluggett.

Five (5) members of the public attended the meeting.

Motion by Brown, seconded by McKelvey, to **approve the agenda** with the following change: remove item 10 (b) Recommendation of LOCC.

Motion Carried.

ACKNOWLEDGE VISITORS SPEAKING TO NON-AGENDA ITEMS

Residents Ken and Angie Kalawart of Weatherstone Ln. spoke of property damage related to the traffic circle at Breton Ave. and Walma Ave.

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 Brown, to approve the Consent Agenda as follows:

A. Payables for the City totaling \$15,598,517.96.

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

Motion Carried.

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Motion by Artz, seconded by Groce, to **approve the minutes** of the March 5, 2019 City Commission Meeting.

Motion Carried.

COMMUNICATIONS AND PETITIONS:

APPROVE APPLICATION FOR A FIREWORKS DISPLAY FOR MELROSE PYROTECHNICS, INC FOR THE JULY 4, 2019 CELEBRATION.

Parks and Recreation Director Romeo reviewed the fireworks request, noting changes to fireworks height for viewing from City Hall campus.

Motion by Artz, seconded by Bridson to approve the application for a fireworks display for Melrose Pyrotechnics, Inc. for the July 4, 2019 Celebration.

Motion Carried.

PUBLIC HEARINGS:

Unist, Inc. Tax Abatement Application

Mayor Kepley opened the public hearing to adopt resolutions to establish an industrial development district and to approve an application for an industrial facilities exemption certificate for Unist, Inc. located at 4134 – 36th St. SE.

Following a brief presentation by Economic Development Planner Golder:

Motion by Coughlin, seconded by Bridson to close the public hearing.

Motion Carried.

ADOPT RESOLUTION 11-19 TO ESTABLISH AN INDUSTRIAL DEVELOPMENT DISTRICT FOR UNIST, INC.

Motion by Artz, seconded by Coughlin to adopt Resolution 11-19 to establish an industrial development district for Unist, Inc. located at 4134 – 36th St. SE.

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

Resolution Adopted.

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ADOPT RESOLUTION 12-19 TO APPROVE AN APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR UNIST, INC.

Motion by Artz, seconded by Brown to adopt Resolution 12-19 to approve an application for an industrial facilities exemption certificate for Unist, Inc. located at 4134 – 36th St. SE.

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

Resolution Adopted.

Zoning Ordinance Text Amendments.

Mayor Kepley opened the public hearing to amend the zoning ordinance pertaining to Commercial Building Height and Wireless Communication Facilities.

Presentation by Economic Development Planner Golder, City Attorney Jeffrey Sluggett, and Senior Planner Joe Pung. Attorney Sluggett explained changes in State law regarding wireless communication facilities and Golder provided an overview of the related Zoning text amendments. Pung explained the reasoning for proposed changes to Commercial Building Height requirements.

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

Motion Carried.

ORDINANCE 1-19 TO AMEND THE CITY OF KENTWOOD ZONING ORDINANCE FOR COMMERCIAL BUILDING HEIGHT AND WIRELESS COMMUNICATION TEXT AMENDMENTS.

Discussion on potential Constitutional challenge to State law changes related to wireless communications and work on a regulatory ordinance to require permits for wireless facilities.

Motion by Groce, seconded by Brown to approve Ordinance 1-19 to amend the City of Kentwood Zoning Ordinance in regards to Commercial Building Height and Wireless Communication Facilities.

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

Ordinance Adopted.

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BIDS:

AUTHORIZE THREE YEAR CONTRACT WITH ACP ENTERTAINMENT INC FOR CARNIVAL SERVICES FOR INDEPENDENCE DAY EVENTS.

Parks and Recreation Director Romeo reviewed her memorandum dated March 11, 2019. Discussion on changes in location, schedule, activities and staffing.

Motion by Coughlin, seconded by Groce to authorize a three year contract with ACP Entertainment, Inc. to provide carnival services for the City's 2019 Independence Day event at a cost of \$15,995.00, with contract amounts for 2020 and 2021 subject to Commission-approved budgets for those years, with funds from the General Fund Operating (Parks & Recreation) budget for each respective fiscal year.

Motion Carried.

AUTHORIZE PROVISION AND INSTALLATION OF SHREDDED BARK AND MULCH FROM AMS GROUNDS.

Public Works Director Gorney reviewed his memorandum dated March 12, 2019.

Motion by Artz, seconded by Groce to authorize the provision and installation of shredded bark and playground mulch from AMS Grounds at a total cost not to exceed \$12,975.00, with funds from the FY 2018-19 General Fund (DPW) Supplies budget.

Motion Carried.

AUTHORIZE CONTRACT FOR MEDIAN MOWING SERVICES WITH HOFEMAN LAWN CARE.

Public Works Director Gorney reviewed his memorandum dated March 13, 2019, noting the contract can be renewed for up to four additional one-year terms.

Motion by McKelvey, seconded by Artz to authorize a one year contract for median mowing and trimming services with Hoffman Lawn Care at a cost of \$65,000.00 (including a 10% contingency), with funds for the 2019 growing season from the Streets (Act 51) and DPW General Fund budgets for FY 2018-19 and FY 2019-2020.

Motion Carried.

AUTHORIZE PURCHASE OF FOUR POLICE DETECTIVE VEHICLES AND ONE PATROL SUPERVISOR VEHICLE FROM BERGER CHEVROLET.

Police Chief Hillen reviewed his memorandum dated March 13, 2019.

Motion by Brown, seconded by McKelvey to authorize the purchase of four detective vehicles and one patrol supervisor vehicle from Berger Chevrolet in the amount of \$115,585.00 (including a \$4,000.00 allowance for ancillary items) with funds from the FY 2018-19 Police Equipment Fund budget.

Motion Carried.

APPROVE PURCHASE OF FERTILIZER, GRUB AND WEED CONTROL FOR CITY PROPERTIES FROM SITE ONE LANDSCAPE SUPPLY.

Public Works Director Gorney reviewed his memorandum dated March 13, 2019. Commissioner Bridson inquired about environmentally friendly options.

Motion by Brown, seconded by Groce to approve a calendar year 2019 purchase of fertilizer, including pH management, grub and weed control for City properties from Site One Landscape Supply at a cost not to exceed \$25,794.48; with up to \$14,244.22 from the FY 2018-19 General Fund-DPW Supplies budgets; and up to \$11,550.26 from the FY 2019-20 budgets (pending approval of City Commission).

Motion Carried.

RESOLUTIONS:

ADOPT RESOLUTION 13-19 AUTHORIZING A CONTRACT WITH CONSUMERS ENERGY FOR ELECTRIC SERVICES FOR SEVERAL CITY FACILITIES.

City Engineer VanderHeide reviewed his memorandum dated March 19, 2019, noting potential savings.

Motion by Artz, seconded by Groce to adopt Resolution 13-19 authorizing contracts with Consumers Energy Company for electric service and authorizing the Mayor and Clerk to execute the contracts for electric service associated with the accounts serving City Hall, the Justice Center, the Library, the high-pressure water district equipment, the landfill treatment system, and the main water pumping station on Potter Avenue.

Roll call vote: Yeas: All. Nays: None. Absent: None.

Resolution Adopted.

ADOPT RESOLUTION 14-19 TO AUTHORIZE A SPECIAL LICENSE APPLICATION FOR THE SALE OF ALCOHOL FOR ON-SITE CONSUMPTION FOR THE JULY 4, 2019 CELEBRATION.

Parks and Recreation Director Romeo reviewed her requests for inclusion of a beer tent at the Independence Day and Food Truck Festival events. Commissioner Artz inquired about TIPS server training.

Motion by Coughlin, seconded by Brown to adopt Resolution 14-19 to authorize a special license application for the sale of alcohol for on-site consumption for the July 4, 2019 Celebration.

Roll call vote: Yeas: All. Nays: None. Absent: None.

Resolution Adopted.

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ADOPT RESOLUTION 15-19 TO AUTHORIZE A SPECIAL LICENSE APPLICATION FOR THE SALE OF ALCOHOL FOR ON-SITE CONSUMPTION FOR THE FOOD TRUCK FESTIVAL.

Motion by Artz, seconded by Brown to adopt Resolution 15-19 to authorize a special license application for the sale of alcohol for on-site consumption for the Food Truck Festival on September 14, 2019.

Roll call vote: Yeas: All. Nays: None. Absent: None.

Resolution Adopted.

COMMENTS OF COMMISSIONERS AND MAYOR:

Commissioner Bridson – inquired about conferences and educational opportunities for City Commissioners. Discussion on developing a budget and criteria for reimbursable training and development opportunities with Commissioner input.

Mayor Kepley – will be attending the MML Capital Conference March 19-20.

The meeting was adjourned at 8:10 pm.

Becky Schultz
Deputy City Clerk

Stephen C.N. Kepley
Mayor