

**APPROVED MINUTES OF THE  
COMMITTEE OF THE WHOLE**

March 21, 2022

Conference Room #119

5:30 P.M.

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

Staff present: City Engineer Brad Boomstra, Finance Director Tom Chase, Director of Public Works Chad Griffin, Economic Planner Lisa Golder, Deputy Fire Chief Mike Hipp, City Clerk Dan Kasunic, Engineering & Inspections Director Jim Kirkwood, Police Chief Bryan Litwin, Fire Chief Brent Looman, Deputy Administrator Mark Rambo, Parks and Recreation Director Val Romeo, Fire Department Administrative Assistant Nancy Shane, City Treasurer Laurie Sheldon, City Attorney Jeffrey Sluggett, and Sabo Representative Lisa Taylor.

**ENGINEERING & INSPECTIONS DEPARTMENT:**

**A. KENTWOOD ACRES POND DISCUSSION.**

Commissioner Draayer recused himself from the conversation because the item directly affects him.

City Attorney Sluggett reviewed the memorandum dated December 21, 2021 regarding the Kentwood Acres pond, noting the city has no liability in the case of flooding; however if the city wanted to avoid any litigation and if it served the public good the city could contribute to correcting the problem in exchange for a waiver and release. One resident spoke on his specific issue, noting two concerns obtaining a Certificate of Occupancy and safety health issue (flooding) with the committee discussing options. City Attorney Sluggett will bring a recommendation to the committee of the Whole for recommended funds for release and on a temporary Certificate of Occupancy.

**FIRE DEPARTMENT:**

**A. FIREFIGHTER STAFFING DISCUSSION.**

Fire Chief Looman provided a handout identifying six areas of concern that identifies the need for additional firefighters for medical runs:

- 1) Delayed overlap, time when a station is current on a call when another is needed.
- 2) Ambulance response times. Time for them to arrive because the engine company can not leave for another call until then.
- 3) Increase in population. Potential additional call with projected large projects being built.
- 4) Automatic and mutual aid. Continued support of other agencies.

- 5) Attack a fire sooner. The ability to have required firefighters on scene sooner to attack a fire.
- 6) Life of a pumper. To reduce the strain on a fire engine by using an EMS unit for many calls and extend the life of the engine.

Fire Chief Looman informed the Committee members there has been no staff changes in fifteen years to address the increasing call volume. The estimated cost of increased staff level is \$600,000. By consensus the committee agree the City should begin to post for the additional six positions.

Mayor Kepley spoke on the upcoming March 29<sup>th</sup> joint City& Planning Commission meeting with other commissioners' request for additional communication between them on upcoming projects. Mayor Kepley expressed his concern that the City Commission not interfere with the work of the Planning Commission.

The meeting was adjourned at 6:59 P.M.

Dan Kasunic  
City Clerk

Robert Coughlin  
Mayor Pro-Tem