

**VILLAGE OF KENT CITY  
REGULAR COUNCIL MEETING  
October 11, 2007  
83 Spring Street, Kent City MI**

**2007-120** The meeting was called to order at 7:00 p.m. by President Petruska.

Council members present: Merry Barron, Steve Buckner, Jill Krikke, John Petruska,  
Tom Pieper, Bert Rose and Sandy Wylie.

Council members absent: None.

Officers present: Mary Portell, Clerk and Darrell Rotier, Treasurer.

Others present: No one.

**2007-121 APPROVAL OF MINUTES**

**Motion** by Pieper, 2<sup>nd</sup> by Buckner to approve the September 13, 2007 minutes with two changes: Item C. Human Resource Report was given by John Petruska and Item F. Jill Krikke's address is 37 S. Second Street.

Vote: 7 Ayes; 0 Nays.

Motion CARRIED

**2007-122 PUBLIC TIME – None.**

**2007-123 CORRESPONDENCE – None.**

**2007-124 APPROVAL OF AGENDA**

**Motion** by Rose, 2<sup>nd</sup> by Barron to approve the agenda with five additions: Beautification Committee under Reports; Committee Appointments under Appointments, Fee Schedule Resolution for the Property Maintenance Code Appeals under Finance, Video Cameras under Equipment, and Welcome Sign under Street Administrator.

Vote: 7 Ayes; 0 Nays.

Motion CARRIED

**2007-125 PUBLIC COMMENT ON AGENDA ITEMS – None.**

**2007-126 REPORTS**

A. Equipment Report –*Jill Krikke.*

The procedure for operating the surveillance cameras shall be written for viewing the tapes that are in the parks. Information was distributed regarding the condition/repairs of the 1978 International tractor, and information for replacement thru the MiDeal program. This will be discussed at the budget workshop. The leaf box is done; the hydraulic isn't releasing when it is dumped. Kent Power is doing the DOT certification on the snowplow trucks. They have a screen for removing the duckweed and will need to rent an excavator. There are still issues with some of the grass pick ups being too heavy. The 12" valve has been put in the vacuum tank at the cost of \$350.00.

The DPW Department appreciates all the improvements made with the equipment.

B. Health & Safety Report – *Jill Krikke*

Greg Van Houten attended the quarterly safety inspection last week. There will be written procedures for lock out tag, procedures for accidents and for near miss accidents. At their next safety meeting, they will view the snow plow safety video. Mr. Evink and Mr. Van Houten attended a free Municipal Safety Day sponsored by Efficiency Production on September 27<sup>th</sup> and they earned 4 CEC's. On October 23<sup>rd</sup> they will be attending a sewer workshop in Mt. Pleasant.

The annual fire inspection was done on September 26<sup>th</sup> by Chief Rexford and there are no recommendations.

D. Sewer Administrator's Report – *Mary Portell*

The sewer committee meeting minutes for October 3, 2007 were in the packets. The crops were removed Sunday for the goose hunt. There will be a drawing for the last hunt. We have the new sewer gauge for the sludge mapping.

E. Street Administrator's Report – *Tom Pieper*

MDOT Certificate of Mileage for 7/1/07 is the same as last year: 3.08 miles for Major and 2.82 miles for Local.

**Motion** by Buckner, 2<sup>nd</sup> by Rose to adopt **Resolution No. 2007-15 to Authorize Traffic Control for the Homecoming Parade.**

Vote: 7 Ayes; 0 Nays. Motion CARRIED

The Fire Department will help patrol Halloween night for a donation of \$250.00.

**Motion** by Rose, 2<sup>nd</sup> by Buckner to accept the bid from Cutting Costs Tree Service for Three thousand, Four hundred (\$3,400.00) dollars to do removal & trimming work in Ball Creek Park, Leaver Park, N. Main Street, S. Second Street and Muskegon Street.

**Roll call Vote:**

Ayes: Barron, Buckner, Krikke, Pieper, Rose, Wylie and Petruska.

Nays: None. Motion CARRIED

The council discussed that in the spring the Welcome Sign that was removed on E. Muskegon Street will be put on N. Main Street at the Tiggelman development. The plan is to put another sign on E. Muskegon when the second drive is put in for Meadow Garden Estates. The fire department sign does have Kent City Tyrone Township on their building. The suggestion was made to put vinyl over the boards when they are placed on the signs to protect the logos of the non-profit organizations. Just as a reminder, the Lions Club will finance a sign built by the school.

F. President's Report – *John Petruska*

- √ Kent City Fall Harvest Festival- Everything went pretty well, everybody made some money, and there are plans again to have the festival next year.
- √ Municipal Management Risk Management Survey Guide - the next one “Department of Public Works” and will be ready for next month’s meeting.
- √ The minutes from the September 24<sup>th</sup> DDA meeting were included in the packets. Highlighted: Financing \$240,000 plus the money on hand, there are legalities of expanding the DDA boundaries and extending the plan for 15 years. There is still hesitation on some members to have all the money before proceeding with the Streetscape Project.
- √ A meeting was held on October 11<sup>th</sup> with Kent County Sheriff’s Department, Tyrone Township, Kent City Community Schools and the Village to discuss continuing with the Community Officer for 2008. The price is \$93,177. CDBG funds would finance the lease of a vehicle. The school would like him 10 hours per week.

**Motion** by Rose, 2<sup>nd</sup> by Krikke to commit \$31,589 for a community officer for 2008 partnering with Tyrone Township and Kent City Community Schools.

Roll call Vote:

Ayes: Buckner, Krikke, Rose, Wylie, Barron and Petruska.

Nays: Pieper  
Motion CARRIED

Mary Portell attended the Casnovia / Kent City Community meeting and the Valley Ridge Foundation meeting held at the school on September 17<sup>th</sup>. The meetings are held the odd months on the 3<sup>rd</sup> Monday, and all interested citizens are encouraged to attend.

CDBG had an information meeting on October 3<sup>rd</sup> that John and Mary attended. There is another meeting November 6<sup>th</sup>. A spreadsheet was provided listing projects funded by CDBG that total \$364,038 back to 1985.

G. Other Reports

The following written reports were in the council packets.

Clerk’s 10/3/07 report. A house bill has been introduced to allow a voter to have two addresses – this is to accommodate the college students. No further comments on the grant for the swing set for Leaver Park are being accepted until after November 15<sup>th</sup>. The CPA came last week to start the audit and his contract was distributed. The Qualified Voter File has street parameters and currently lists the streets with directions of north, south, east and west. Our street signs are not indicated with the direction. Some voters do not register with the direction and the Qualified Voter File doesn’t recognize just the street name. The township clerk contacted our office to discuss this matter; she is contacting the County Director of Elections to make a determination.

Treasurer’s 10/11/07 report. The state has authorized Assessors to use single year studies, typically they used 2 years. Darrell is attempting to keep the mortgage companies informed about the amount due for sewer on the foreclosures.

The Zoning Administrator/Code Enforcer's 9/27/07 report. Property at 28 S. Clover has been cited under the Property Maintenance Code. The Fire Department report for September.

The council Rules of Procedure adopted in 1999 was distributed. The council members will discuss Chapter 6 of the General Law Handbook at the next meeting.

Bert Rose and Mary Portell were appointed to make a recommendation on the Chain of Command if the President and Pro Tempore are both out of town. Past practice has been that if the President and Pro Tempore are absent, the next senior council member chaired the meeting.

In the future, the council member in charge will use the extra staff Pass Code number and have the cell phone.

Darrell Rotier's history as Village Treasurer will be corrected on the 05/31/07 list.

H. Beautification Committee – *Merry Barron*

The decision was made to purchase the landscape bricks in the spring for the Welcome sign on W. Muskegon.

**2007-127** APPOINTMENTS / RESIGNATIONS

A. **Motion** by Krikke, 2<sup>nd</sup> by Barron to appoint Mr. Thomas Pieper as President Pro Tempore in accordance with MCL 65.3.

Vote: 7 Ayes; 0 Nays. Motion CARRIED

B. **Motion** by Pieper, 2<sup>nd</sup> by Rose to appoint the same Committees & Members as presented.

Vote: 7 Ayes; 0 Nays. Motion CARRIED

**2007-128** FINANCE

**Motion** by Pieper, 2<sup>nd</sup> by Barron to authorize the Clerk to execute the Legal Advertising Proposal with Advance Newspapers for a period of January 1, 2007 thru December 31, 2007 for \$3.56 per column inch sent electronically.

**Vote:** 7 Ayes; 0 Nays. Motion CARRIED

**Motion** by Buckner, 2<sup>nd</sup> by Pieper to authorize payment of the bills for the amount of Twenty-two thousand, One hundred twenty-eight and 68/100 [\$22,128.68] dollars.

Roll call Vote:

Ayes: Krikke, Pieper, Rose, Wylie, Barron, Buckner and Petruska.

Nays: None. Motion CARRIED

**Motion** by Buckner, 2<sup>nd</sup> by Pieper to authorize the Tyrone Township Fire Department Chief to charge items at Kent City Marketplace for the Halloween Open House.

Vote: 7 Ayes; 0 Nays. Motion CARRIED

**Motion** by Buckner, 2<sup>nd</sup> by Pieper to table the bids for a phone system with voice messaging to allow questions to be brought to the Village Deputy Clerk.  
Vote: 7 Ayes; 0 Nays. Motion CARRIED

**Motion** by Buckner, 2<sup>nd</sup> by Krikke to adopt **Resolution No. 2007-16 Establishing Various Fees for Ordinance Administration [International Property Maintenance Code]**.  
Vote: 7 Ayes; 0 Nays. Motion CARRIED

**2007-129** OLD BUSINESS – None.

**2007-130** NEW BUSINESS – None.

**2007-131** ADJOURNMENT

The president adjourned the meeting at 8:58 p.m.

Respectfully submitted,

Mary Portell, Village Clerk