

**VILLAGE OF KENT CITY
REGULAR COUNCIL MEETING
April 12, 2018
83 Spring Street, Kent City MI**

2018-41 CALLED TO ORDER AND ROLL CALL

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

Council present: Merry Barron, Erik Bitely, Steve Buckner, Greg Goss, Jill Krikke, John Petruska, Bert Rose.

Council absent: Erik Bitely.

Officers present: Mary Portell, Clerk and Debbie Forth, Treasurer.

Others present: Calvin Meeusen, CPA; Mark VanAllsburg, Attorney; Dennis Kaminski, Zoning Admin.; Mike Maskimchuk, Rood Vaughan, Dean Anderson, Bob Sarachman, Township Supervisor; Bruce Callen, Callen Engineering and Mandi Bair.

2018-42 **Motion** by Rose, 2nd by Krikke to approve the March 8th meeting minutes as presented.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

2018-43 PUBLIC TIME OTHER THAN AGENDA ITEMS – None.

2018-44 CORRESPONDENCE ~ None.

2018-45 APPROVAL OF AGENDA

Motion by Buckner, 2nd by Barron to approve the agenda noting March fire report.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

2018-46 PUBLIC COMMENT ON AGENDA ITEMS – None.

PUBLIC RECOGNITION

Arnie Winell – K.C. Baptist Church (did not attend)

AUDIT REPORT – Calvin Meeusen, CPA, reviewed the audit.

Non-motorized expenditures – Street Admin will need to do a project this year.

ATTORNEY – Mark VanAllsburg

1. Appointment of the Clerk and Treasurer - Attorney distributed his 2015 letter to the Village President appointment of Clerk and Treasurer – ordinance would need to be adopted by April 27th to comply with election deadline. Adoption requires a 2/3 vote which is 5. The attorney does not recommend our village appointing one person to serve as the clerk & treasurer because their needs to be checks and balances. Some villages have combines clerk/manager or treasurer/manager positions.
2. Mark reviewed the proposed Ordinance to Amend Zoning Ordinance [Accessory Residential Use] with his letter dated March 6, 2018.
3. Sign Ordinance – Mark stated that everything has to be content neutral to comply with the current law. Mr. Goss and Mr. Maksimchuk had recently prepared an amendment to the sign ordinance Definitions and sizes were

discussed and clarified. PC Chair Rood Vaughan stated that the village should approve the revisions of the Sign Ordinance that were drafted by the attorney June 22, 2016. Mr. VanAllsburg will attend the May PC meeting. Council members were encouraged to attend.

Beautification Committee – Merry Barron / John Petruska

Leave Park has “Welcome to Kent City” sign but nothing identifying it as C.B. Leaver Park. A sign will identify the park for pavilion rentals. Merry will have a sample for the May meeting.

HR – John Petruska

- Heart Saver ~ First Aid class ~ MML does not require employees to be certified. Trustee Krikke will prepare a draft to amend the Employee hand book to require training.
- DPW/Sewer employee benefit information was updated 3/15/18
- The position of parttime employee is still vacant. It is noted that Ms. Giamio is keeping the web page updated.

Trustee Goss stated that the everyday operations of the village should not be managed by the Village President and council members. Village Manager Ordinance 89-4 was referenced and will be on the May agenda. Trustee Krikke inquired about residency. Section 2 would need to be amended to change the residency requirement to live outside the village.

Sewer Committee

DPW Manager Steve Evink presented three years information on discharge readings.

Motion by Buckner, 2nd by Rose authorizing Callen Engineering to proceed with the storm sewer project at Pond #5 to get bids to pipe the ditch.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

Council will proceed with the project contingent on bid award.

The engineer’s letter of review was included in the packets for Meadow Garden Estates – Phase 2A. Dennis Kaminski reported that Afton’s have scheduled a June meeting to appoint members for the association.

President’s Report

Motion by Krikke, 2nd by Buckner to authorize the President, Clerk and Treasurer to process the invoices for the Leaver Park well project for submission to Kent County for payment.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

Notice to proceed has been issued. Construction is scheduled to start April 18, 2018.

Other Reports

- A. Clerk’s 4/9/18 Written Report. The state has implemented a new chart of accounts. The village needs to be compliant with the 2/28/19 audit. Mary plans to have the new chart of accounts done within the month. There are currently 752 accounts.
- B. Treasurer’s 03/31/18 Written Report. LMC automatically raised interest rates when money was moved to Michigan Class. Treasurer questioned the low interest with ChoiceOne rep. Money can be moved into a CD for a year at 2% interest.

Motion by Buckner, 2nd by Krikke to authorize purchase of a chromebook to put at the front counter as a service for resident's to make sewer and/or property tax payments thru PointNPay.

Vote: 6 Ayes; 0 Nays. Motion CARRIED

- C. Zoning Administrator's 4/5/18 Written Report. President Petruska gave details about the hardware store closing and the fire in the orchard on N. Clover Street. It is noted that K.C. Fire Department did a great job with the fire at Afton's Tax business.
- D. Proposed Planning Commission meeting minutes 4/5/18 were in the packet.
- E. March fire department report.

Easter Egg hunt was well attended and had a lot of prizes.

2018-47 APPOINTMENTS / RESIGNATIONS

- A. **Motion** by Rose, 2nd by Goss to appoint Glenn Crabtree on the DDA.
Vote: 6 Ayes; 0 Nays. Motion CARRIED

2018-48 FINANCE

- A. **Motion** by Barron, 2nd by Rose to approve the bills for the amount of Fifty thousand, Five hundred Twenty-eight and 81/100 (\$50,528.81).
Roll call Vote:
Ayes: Barron, Bitely, Buckner, Krikke, Rose, and Petruska.
Nays: None Motion CARRIED

2018-49 OLD BUSINESS – None.

2018-50 NEW BUSINESS

- A. **Motion** by Barron, 2nd by Krikke to adopt **Resolution No. 2018-07** To Authorize Traffic Control for Memorial Day on May 28th.
Vote: 6 Ayes; 0 Nays. Motion CARRIED

2018-51 ADJOURNMENT – Motion to adjourn by Barron, 2nd by Krikke at 10:04p.m.
Vote: 6 Ayes; 0 Nay. Motion CARRIED

Respectfully submitted,

Mary Portell, Village Clerk