

**VILLAGE OF KENT CITY  
REGULAR COUNCIL MEETING  
September 14, 2023  
200 S Main Street, Kent City MI**

**2023-120                    CALLED TO ORDER AND ROLL CALL**  
The meeting was called to order at 6:00 p.m. by President Pro-Tem Poling.

Council present:            Matt Barber, Merry Barron, Diana Durst, Linda Poling, Sue Smalley.  
Council absent:            Danny Surgent, Bert Rose.  
Officers present:           Ashley Scudder, Clerk; Debra Forth, Treasurer; Dennis Kaminski, Zoning Administrator; David Kieft, DDA Vice-Chairman, Fireworks Chairman.  
Others present:            Rood Vaughan, DPW; Gabrielle Hunter; Ashley Gilbert; Nate Funk.

**2023-121                    APPROVAL OF AGENDA**  
**Motion** by Barron, support by Durst, to approve the agenda with the following additions: Reports: Streets, A. Skirting (Barron); Other Reports: E. DDA, Streetscape Repair Verbal Update (Kieft); Other Reports: G. Fireworks Committee (Kieft).  
**Vote:** Ayes: 5                    Nays:                    0                    Motion CARRIED

**2023-122                    PUBLIC TIME OTHER THAN AGENDA ITEMS –**  
Opened at 6:02 p.m. closed at 6:28 p.m.  
Rood Vaughan, Village DPW, requested the camera system at C.B. Leaver Park be revisited. Gary Glass set up and has not returned to maintenance. Village Office to contact Mercury Broadband for wi-fi servicing options.

David Kieft, DDA Vice-Chairman, Fireworks Chairman, requested to be added to the Agenda regarding the DDA Streetscape repair update and Fireworks Committee report.

Gabrielle Hunter addressed the Council in regard to the DDA Streetscape repairs required at her business and discussed a personal matter with a member of the Village Council. Ashley Gilbert also voiced concern on the issue with the Village Council member.

*Let the Minutes reflect that Gabrielle Hunter and Ashley Gilbert left the meeting at 6:29 p.m.*

**2023-123                    CORRESPONENCE –** Memorandum from Cliff Turner, Tyrone Township reviewed by Council. Proposed response to Turner presented.

**2023-124                    APPROVAL OF MINUTES**  
**Motion** by Barron, support by Poling, to approve Meeting Minutes from the Regular Council Meeting of the Village of Kent City August 10, 2023, with correction of typo under Section 2023-113.  
**Vote:** Ayes: 5                    Nays:                    0                    Motion CARRIED

**2023-125                    PUBLIC TIME ON AGENDA ITEMS –**

None.

2023-126

## REPORTS

### EQUIPMENT COMMITTEE

Surgent – Absent, no report.

Vaughan, DPW – Village Truck (F-350) requires tires (6) and alignment. Scraper blades for plow truck on order.

**Motion** by Durst, support by Poling, to approve purchase of six (6) tires and alignment service for Village F-350 up to Two thousand (\$2,000.00) dollars and 00/100.

**Roll Call Vote:** Ayes; Smalley, Durst, Poling, Barber, Barron.

Nays: None.

Absent: Surgent, Rose.

Motion CARRIED

### HEALTH & SAFETY

Safety Inspection completed.

### SEWER/STORM REPORT

CWSRF Project Update/USDA Rural Development Funding Meeting Minutes reviewed.

**Motion** by Barber, support by Smalley, to move forward with application for USDA Rural Development Funding Application.

**Roll Call Vote:** Ayes; Smalley, Barron, Barber, Durst, Poling.

Nays: None.

Absent: Surgent, Rose.

Motion CARRIED

### STREET REPORT

Barron – New pavement on North Main Street needs skirting as preventative maintenance.

### PRESIDENT'S REPORT

No report.

### Other Reports

- A. Clerk's 09/14/2023 Written Report.
- B. Treasurer's 08/31/2023 Written Report.
- C. Zoning 09/14/2023 Written Report.

*Let the Minutes reflect that Sue Smalley left the meeting at 6:55 p.m.*

- D. Planning Commission Meeting Minutes from September 7, 2023, reviewed.
- E. DDA Meeting Minutes from August 17, 2023, and August 24, 2023, reviewed. Kieft, DDA Vice Chairman reported the wall repair to streetscape on South Main Street has started, aiming to have project complete by next week.
- F. Fire Department report for August reviewed.
- G. Fireworks Committee – Kieft, Chairman, gave report regarding Kent City Independence Day Celebration 2024. Entertainment and a timeline have been set, and there have been preliminary commitments from sponsors.

**2023-127 APPOINTMENTS / RESIGNATION**

A. Application for Boards – DDA

**Motion** by Poling, support by Barber, to appoint Nate Funk to the Downtown Development Authority.

**Vote:** Ayes; 4 Nays: 0 Motion CARRIED

*Let the Minutes reflect that Nate Funk left the Meeting at 7:10 p.m.*

**2023- 128 FINANCE**

A. **Motion** by Poling, support by Barber, to approve payment of the monthly bills in the amount of Fifty-One Thousand, Seven Hundred Twenty-Seven (\$51,727.56) dollars and 56/100.

**Roll call vote:** Ayes: Durst, Barber, Barron, Poling.

Nays: None.

Absent: Smalley, Surgent, Rose. Motion CARRIED

*Let the Minutes reflect that Rood Vaughan left the Meeting at 7:15 p.m.*

**2023-129 OLD BUSINESS –**

A. **Ordinance 2023-04: Designation of Code Enforcement Agency**

**Motion** by Barber, support by Poling, to adopt Ordinance 2023-04: Designation of Code Enforcement Agency.

**Vote:** Ayes; 4 Nays: 0 Absent: 3 Motion CARRIED

B. **Resolution 2023-16: Designation of Construction Officers**

**Motion** by Barber, support by Poling, to adopt Resolution 2023-16: Designation of Construction Officers.

**Vote:** Ayes; 4 Nays: 0 Absent: 3 Motion CARRIED

C. **Resolution 2023-21: Adoption of Revised Electrical Permit Fee Schedule  
Resolution 2023-22: Adoption of Revised Plumbing Permit Fee Schedule  
Resolution 2023-23: Adoption of Revised Mechanical Permit Fee Schedule**

**Resolution 2023-24: Adoption of Revised Building Permit Fee Schedule**

**Motion** by Barber, support by Durst, to adopt Resolution 2023-21, Resolution 2023-22, Resolution 2023-23, and Resolution 2023-24 for adoption of Professional Code Inspection’s Electrical, Plumbing, Mechanical and Building Permit Fee Schedules, respectively, effective October 1, 2023.

**Vote:** Ayes; 4 Nays: 0 Absent: 3 Motion CARRIED

D. **Resolution 2023-18: Sewer Bond Payment**

**Motion** by Barber, support by Durst, to adopt Resolution 2023-18 for payment of the Sewer Bond.

**Roll Call Vote:** Ayes; Durst, Barber, Barron, Poling.

Nays: None

Absent: Smalley, Surgent, Rose. Motion CARRIED

- E. **Resolution 2023-19: Streetscape Bond Payment**  
**Motion** by Barber, support by Poling, to adopt Resolution 2023-19 for payment of the Streetscape Bond.  
**Roll Call Vote:** Ayes; Durst, Barber, Barron, Poling.  
Nays: None  
Absent: Smalley, Surgent, Rose. Motion CARRIED

2023-130

**NEW BUSINESS**

- A. **Resolution 2023-17: Choice One Escrow Account**  
**Motion** by Durst, support by Barber, to adopt Resolution 2023-17: Choice One Escrow Account, authorizing the following as signers on account:  
Village President, Village Clerk, Village Treasurer.  
**Roll Call Vote:** Ayes; Durst, Barron, Barber, Poling.  
Nays: None.  
Absent: Smalley, Surgent, Rose. Motion CARRIED
- B. **Resolution 2023-20: Approval of Consumers Energy Street Lighting Contract Meadow Gardens**  
**Motion** by Barber, support by Poling, to adopt Resolution 2023-20 for installation of street lighting by Consumers Energy in Phase 2B of Meadow Gardens.  
**Vote:** Ayes; 4      Nays: 0      Absent: 3      Motion CARRIED
- C. **Resolution 2023-25: Kent City Elementary Halloween Parade**  
**Motion** by Barron, support by Barber, to adopt Resolution 2023-25: Kent City Elementary Halloween Parade.  
**Vote:** Ayes; 4      Nays: 0      Absent: 3      Motion CARRIED

2023-131

**COMMISSIONER'S COMMENTS**

Barron discussed a run-off issue at 80 S Main Street, which causes a slip hazard when icy.

Barber – Band Competition at Kent City High School Saturday, September 16<sup>th</sup>.

2023-132

**ADJOURNMENT –**

**Motion** to adjourn by Barber, support by Durst, at 7:42 p.m.  
**Vote:** Ayes; 4      Nays: 0      Motion CARRIED

Respectfully submitted,  
Ashley Scudder, Village Clerk