

CITY OF WYOMING, MICHIGAN
Minutes of the City Council Work Session
Monday, October 11, 2021

PRESENT: Councilmembers Bolt, DeKryger, Fitzgerald, Postema, Postler, Vanderwood and Mayor Poll

ABSENT: None

STAFF: Erickson, Hofert, Holt, Klooster, Koster, McCarter, Rynbrandt, Paul Smith, Scott Smith and VandenBerg

1. Call to Order

Mayor Pro Tem Bolt called the meeting to order at 5:30 p.m.

2. Student Recognition

None.

3. Public Comment on Agenda Items

None.

City Manager Holt showed a brief video on the recent snowplow roadeo and the Mayor presented Councilmember Fitzgerald with a trophy for being the top celebrity driver. Fitzgerald commented on his experience and complimented staff on their snowplowing efforts and skill.

4. Stormwater Ordinance and NPDES Phase II MS4 Permit

Peter Klooster provided a presentation on stormwater management, the state and federal regulations that guide our actions related to stormwater management and the need for an update to the existing city ordinance. Engineering has worked closely with the City Attorney to amend the ordinance and plans to present this at an upcoming meeting.

Council supports continued efforts on this item.

5. Water System Energy and Optimization Study

Erickson shared a request to conduct an energy study of the Burlingame Pumping Station. Erickson provided historical information about Wyoming's water system, including Ottawa County's beneficial ownership interest. Since the inception of the water system, Ottawa County has participated in the cost sharing of system components west of the Gezon Pumping Station.

At some point during the early 1990's, there was an informal agreement that the Burlingame Pumping Station would be part of the beneficial ownership interest, despite being east of the Gezon Pumping Station. Through recent updates and attempts to secure cost sharing with Ottawa County, the city and Ottawa County have come to realize there is no written record of this agreement.

Erickson explained that when billed for its proportional share of the Burlingame Pumping Station refurbishment in 2019, Ottawa County questioned and declined to pay these costs. As a result, the two communities agreed to conduct this study. The purpose of this study is to determine what, if any cost-savings are realized at the plant due to Wyoming's efficiencies in operating the Burlingame Pumping Station. The results of the study will then guide the distribution of costs accordingly.

Both communities are interested in doing what is right and fair and the cost of the study will be split between the two entities. Erickson anticipates this study will put this issue to rest.

Council supports moving this item to the next regular meeting.

6. Planning and Economic Development Department Staffing

Hofert explained the staffing changes that had been proposed and budgeted for and the challenges that have surfaced in finding a quality candidate for the Principal Planner classification. Hofert has worked with Human Resources to explore alternatives, resulting in a new classification of Planner II. This mid-level classification will allow for diversification and growth opportunities within the department and will likely draw a larger candidate pool.

Hofert spoke briefly on how this position might evolve to support the needs of the organization.

Council supports moving this item to the next regular meeting.

7. ARPA – State and Local Fiscal Recovery Funds

Paul Smith discussed ARPA funds and the intentions for this funding, including the portion identified for local governments. The purpose of this discussion is to get guidance from the City Council on priorities for the use of the roughly \$13.1 million allocated to the City of Wyoming.

Smith explained the five funding areas where ARPA funds can be used, noting some requirements tied to census data. Smith also noted the first disbursement of funds was received earlier this year and the next is anticipated next year. All costs attributed to ARPA funds must be incurred by December 2024 and paid by December 2026.

Smith reviewed projects that have been suggested by staff in each category.

Council discussed opportunities to use this funding and how the city might work with community partners and neighborhoods.

Smith explained collaboration with other entities may be beneficial as they may have expertise and resources that the city may not have. In other cases, these entities may be at capacity and unable to assist. It will be important to clearly define expectations, reporting requirements, etc. to ensure compliance with funding requirements and community needs.

Holt noted efforts are underway to understand what non-profit entities exist in Wyoming and deliver services to Wyoming residents.

Council supports the continued development of this effort.

8. Support Emergency Operation Plan

Koster explained the need to update the emergency support operations plan between Kent County and the City of Wyoming. This document outlines responsibilities of each entity, community partners, city officials, etc. during an emergency event. Koster intends to present this to Council for consideration at the next regular meeting.

Council supports moving this item to the next regular city council meeting.

9. Police Officer Academy Sponsorship Program

Koster noted the challenges in hiring police officers, remarking many agencies are now sponsoring potential candidates through the police academy. Koster explained GVSU currently has 17 candidates in its academy and 14 are sponsored by law enforcement agencies. Koster shared details of the proposed program and how it will be used to identify and support candidates. Koster and her team worked closely with Human Resources to develop this program.

Council supports moving this item to the next regular city council meeting.

10. Fire Captain – Training Officer Position

Koster provided a staffing update related to recently approved seven fire fighter positions. Staff is currently conducting background checks on six candidates, with an anticipated start date around the first of the year. It is proposed the remaining fire position will be used to reestablish a Fire Captain – Training Officer.

This position is greatly needed and will be responsible for developing and documenting all firefighting training. As time allows, this position will also be able to respond to fires and assist with inspections.

A wage study is underway for this position and the job description is being updated.

Council supports moving this item to a future city council meeting.

11. Flock Safety Camera System

Koster explained this camera system and the capability it has for collecting traffic data or a vehicle description in areas where a crime occurred. Other nearby agencies have had great results with this system. This system allows agencies to share data with each other and data can be retained for 30 days. The Kalamazoo Department of Public Safety has indicated this system has been a game changer in their efforts to solve violent crimes.

Koster explained the initial trial will place 10 cameras in 5 areas for 6 months at no cost. Upon conclusion of the trial, the cost of each camera is \$2,500 per year.

Holt noted the potential to use ARPA funds for this purpose.

Council supports moving this item to a future city council meeting.

12. Portable 800 MHz Radios and Accessories

Koster mentioned the recent Kent County Dispatch Authority transition to the 800 MHz system. Radios have been purchased in support of this transition, but due to new hires and the need for a few reserve radios, it is necessary to purchase 20 additional radios. Due to technology changes, the current market price for this radio is \$5,592, significantly higher than the previous purchase price. The KCDA has a limited supply of these radios available at a price of \$2,618 each.

Holt noted this purchase will require a budget amendment.

Council supports moving this item to the next regular city council meeting.

13. Office Furniture Purchase for City Clerk's Office

VandenBerg explained changes in election operations have necessitated changes in storage and workspaces. The proposal provided by Custer totals \$9,958.35 and addresses the issues that have developed. This purchase will require a budget amendment.

Council supports moving this item to the next regular city council meeting.

14. Annotated City Charter

Scott Smith explained Councilmember Postema's inquiry about the City Charter and his desire to understand how and where the charter is superseded by state or federal law. This annotated charter is provided for informational purposes only.

15. Any Other Matters

Bolt noted there will be a public hearing on Wednesday, October 13, seeking public comment on dog restrictions at Pinery Park. The event will be held at the Wyoming Senior Center at 7:00 p.m.

16. Acknowledgement of Visitors/Public Comment (3-minute limit per person)

None.

17. Adjournment

The meeting adjourned at 7:12 p.m.

Kelli A. VandenBerg, City Clerk