

**REGULAR MEETING OF
BOARD OF PUBLIC SERVICE
October 13, 2022**

PRESENT: Thomas Hickson, John Krohn, Nancy Mahlow, Samara Morgan, Jason Wilkes, and Ronald Wilson

ABSENT: None

STAFF: Andrew Kilpatrick, Keith Moss, Jon Truscott, and Lori Welch

VISITORS: Roxanne Case, Elaine Fischhoff, and Patrick Walters

1) CALL TO ORDER:

Chair Hickson called the meeting to order at 11:33 a.m., at the Wastewater Treatment Plant.

- a. Roll Call
- b. Excused Absences:

2) COMMUNICATIONS AND INFORMATION ITEMS:

Sustainability presentation was given by Lori Welch, the Sustainability Manager. Discussion and questions followed.

11:45 a.m. Mr. Krohn arrived.

11:49 a.m. Ms. Morgan arrived.

3) ADJUSTMENTS/APPROVAL OF THE AGENDA:

Chair Hickson requested approval of the agenda, Ms. Mahlow moved, Mr. Wilson seconded, MOTION CARRIED UNANIMOUSLY, to approve the agenda as submitted.

4) APPROVAL OF BOARD MINUTES:

September 8, 2022

Chair Hickson requested approval of the minutes, Mr. Wilson moved, Ms. Mahlow seconded, MOTION CARRIED UNANIMOUSLY, to approve the minutes as submitted.

5) CITIZEN COMMENTS ON AGENDA ITEMS: None

6) ACTION ITEMS:

Proposed Board of Public Service Meeting Schedule for 2023, Ms. Morgan moved, Mr. Wilkes seconded, MOTION CARRIED UNANIMOUSLY, to approve as submitted.

Proposed Division Reporting schedule for 2023, Mr. Wilson moved, Ms. Morgan seconded, MOTION CARRIED UNANIMOUSLY, to approve as submitted.

Traffic Requests: Traffic Investigation Reports for #18-009 Traffic Control Request for Jenison Avenue and Kalamazoo Street; #18-010 Traffic Control Request for Jenison Avenue and Ottawa Street; #18-022 Traffic Control Request for Fairview Avenue and Vine Street; #18-025 Traffic Control Request for Jenison Avenue and Allegan Street. All four requests were investigated by the Transportation Division, and do not meet the required threshold for the installation of a multi-way stop. Mr. Krohn moved, Mr. Wilson seconded, MOTION CARRIED 5-1, to approve as submitted with no added traffic control.

7) REPORT OF OFFICERS:

Traffic Engineering Division: A written report was distributed.

In Mr. Whisler absence, Director Kilpatrick gave a brief overview of the report. Discussion and questions followed.

Wastewater Division: A written report was distributed.

Mr. Moss gave a brief overview of the report. Discussion and questions followed.

8) DIRECTOR'S REPORT:

Director Kilpatrick reported on the following: Hiring process, vacancies, budget, and funding.

9) UNFINISHED BUSINESS:

Snow Ordinance/Street Parking – After discussion, Mr. Wilson moved, Ms. Mahlow seconded to approve the following actions, in order, to address street parking during snow events. First, allow for better overall communication to citizens. Second, more ticketing options. Third, reach out to council to change ordinance. MOTION CARRIED UNANIMOUSLY, to approve the order of action.

Mr. Wilson requested the following items get listed under unfinished business: parking during snow event, memorial road signs, invite hiring manager to meeting, budget information, and vacancy lists.

10) NEW BUSINESS:

Requested items: tour recycle, and snowplow ride-a-long

11) ITEMS FOR THE SUSPENSION OF THE RULES: None

12) PUBLIC COMMENTS ON NON-AGENDA ITEMS: None

13) ADJOURN:

The meeting adjourned at 1:01 p.m. for tour of Wastewater Treatment Plant.

Respectfully submitted by,
Janette Tate, Recording Secretary