

PROCEEDINGS OF THE CITY COMMISSION
CITY OF EAST GRAND RAPIDS

Regular Meeting Held November 3, 2025

Mayor Favale called the meeting to order at 6:00 p.m. in the City Commission Chambers at the East Grand Rapids Community Center and led the audience in the Pledge of Allegiance.

Present: Commissioners Burdick, Groff-Blaszak, Hunter, Skaggs, Schwartz, Wessely and Mayor Favale.

Absent: None.

Also Present: City Manager Charles; Deputy City Manager La Fave, Parks and Recreation Director Melville; Finance Director Seath, City Attorney Huff; Public Safety Chief Buikema; City Assessor Hayes; City Clerk Parmenter.

2025-146. The agenda was approved as presented.

2025-147. Public comment:

John Stoltman, 2262 Boston, questioned what the Opioid settlement money has been used for if anything yet.

Marc Armstead, 2202 Elmwood, spoke about finances.

Nancy Pattison, 2104 Gorham, thanked staff for updated Reeds Lake testing and spoke about petitions.

Jerry Anderson, 435 Edgemere, spoke about the commissioners.

Scott Damon, 625 Bridge St, spoke about the concept plan.

Erica Dunten, 2100 Gorham, reminded everyone to lock their cars at night as there have been more break-ins.

2025-148. Mayor and City Commission comments, including committee liaison reports.

Commissioner Schwartz reminded everyone that tomorrow is election day, and commissioners and proposals are on the ballot. She also thanked Public Safety for keeping everyone safe on Halloween.

Commissioner Groff-Blaszak said that the KDL fall book sale was this weekend in East and also reminded everyone that tomorrow is election day and recognized the candidates for running for office.

Commissioner Hunter said that it was a great weekend for Halloween and football and noted another game this weekend.

Commissioner Skaggs noted that Lego league teams are competing this weekend.

Commissioner Burdick reminded everyone about the election tomorrow.

Mayor Favale thanked staff for their work on the election.

City Manager Charles stated that leaf pickup is going on and that drug takeback was successful.

- 2025-149. Consider amending the City Poverty Exemption Policy to raise poverty income and asset limits and eliminate the special circumstances section.

Finance Director Seath reviewed the information.

City Manager Charles said that this has to be adopted at the next meeting and that we are looking for directions for setting the limits.

Commissioner Schwartz said that in finance, they talked about setting the level at two times the poverty limit and excluding the home, first vehicle, jewelry, antiques and setting the asset limit at \$40,000.

Commissioner Groff-Blaszak asked if \$40,000 was for a household.

Commissioner Hunter stated that it was.

There was more discussion regarding limits.

Commissioner Burdick said that this was a starting point and it can be looked at again next year and changed if needed.

City Manager Charles stated that what he was hearing was two times the federal poverty guidelines and setting the asset limit as \$40,000 with the exclusions listed.

Commissioner Wessely asked if form 8821 could be a requirement. It was noted that it could be. Commissioner Schwartz likes this also.

Catherine Kriegbaum, 2249 Estelle Dr., spoke about asset limits and wondered how \$40,000 came up and mentioned income limits also.

Commissioner Hunter is in favor of higher asset levels.

Commissioner Groff-Blaszak asked if retirement accounts and investment accounts are included. City Assessor Hayes stated that they were.

City Manager Charles said that this can be revisited annually, and it will be brought back to the next meeting. Staff will check on higher asset limit exclusions.

- 2025-150. Consider approval of the purchase of 25 – Microsoft Office LTSC (Long-Term Servicing Channel) Standard 2024 licenses for a cost of \$11,000.00.

Finance Director Seath reviewed the information.

- 2025-0150-A. Schwartz-Skaggs. To approve the purchase of 25 – Microsoft Office LTSC (Long-Term Servicing Channel) Standard 2024 licenses from Elevate Technology Partners for a cost of \$11,000.00.

Yeas: Burdick, Groff-Blaszak, Hunter, Skaggs, Schwartz, Wessely and Favale – 7
Nays: None.

- 2025-146. Consider approving facility HVAC equipment replacement with Northwest Kent Mechanical in the amount of \$261,600 plus 10% contingency for the project total.

Deputy City Manager La Fave reviewed the information.

- 2025-0146-A. Wessely-Burdick. To approve facility HVAC equipment replacement with Northwest Kent Mechanical in the amount of \$261,600 plus 10% contingency for the project total.

Yeas: Burdick, Groff-Blaszak, Hunter, Skaggs, Schwartz, Wessely and Favale – 7
Nays: None.

Skaggs-Schwartz. To approve the consent agenda as follows:

- 2025-147. Minutes of the regular meeting held October 20, 2025.

- 2025-148. Disbursement of funds: payroll disbursements of \$331,529.70; county and school disbursements of \$62,238.64, and total remaining disbursements of \$549,547.02.

- 2025-149. Communications.

Yeas: Burdick, Groff-Blaszak, Hunter, Skaggs, Schwartz, Wessely and Favale – 7
Nays: None.

City Manager Activity Summary and Executive Session Request

- 2025-152. City Manager Annual Activity Summary to be reviewed in Executive Session.

2025-153. An executive session is requested to conduct a personnel evaluation for the city Manager in accordance with Section 8(a) of the Open Meetings Act.

2025-153-A. Wessely-Schwartz. To enter into executive session at 6:53 p.m.

Yeas: Burdick, Groff-Blaszak, Hunter, Skaggs, Schwartz, Wessely and Favale – 7

Nays: None.

Roll call vote was taken.

The regular meeting adjourned at 6:54 p.m., subject to the call of the Mayor until November 17, 2025.

Lori A Parmenter, City Clerk