

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, May 13, 2024 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

Present: President Robert Whalen, Council members Brenda Braybrook, Dave Cumings, Courtney Mais, Tom Peoples, and Bill Taylor.

Absent: Robert Carlstrom.

Also present: Village Manager Jim Lower, DPW Supervisor Bill Hunter, and Village Clerk Katy Shelton.

1. **Call to Order:** The meeting was called to order at 7:00pm.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Roll Call:** Formal roll call was taken. Those in attendance/absent are noted above.
4. **Additions or Corrections to Consent and Business Agenda**
Consent Agenda:
 - a. Approve Regular Village Council Meeting Minutes of April 8, 2024
 - b. Approve Planning Commission Minutes April 1, 2024
 - c. Approve Fire Board Minutes of April 18, 2024No additions or corrections noted.
5. **Approval of Consent and Business Agenda:** Motion by Mais with a second by Braybrook to approve. Motion passed unanimously.
6. **Public Comment for Agenda Item**
Please Note: This Public Comment portion of the meeting is reserved for comment on agenda items. Personal or abusive attacks on Council members, staff members, or other participants will not be tolerated and may result in the Village President taking action, up to and including, having the speaker removed from the meeting by law enforcement officers.
 - a. No public comment.
7. **Public Hearing**

a. None.

8. Old Business

a. None.

9. New Business

- a. Res. 24-16 Mark Wawrzyniak Retirement Resolution:** After 37 years of service, Officer Mark Wawrzyniak has retired. This resolution is designed to commemorate and express the Council's appreciation for his service to the Village. Motion by Cumings to approve. Second by Mais. Motion passed unanimously.
- b. Audit Presentation:** Dan Veldhuizen from Siegfried Crandall PC was present to discuss the recent Village audit as well as to answer any questions. He said that the main take away from the audit was that the Village was in very good shape financially. He said that each of the Village's funds, as well as the Village as a whole, was in a very healthy position. He particularly wanted to praise David Carpenter, the Village Finance Director/Treasurer, for his fine stewardship of the Village's finances.
- c. Ord. 24-01 -An Ordinance to amend Chapter 82 Zoning: Zoning Map.** All annexed property comes into the Village with an R-1 (residential single family) zoning per Village ordinance. The property owner has requested a General Commercial (GC) zoning. From the beginning of the annexation process it has always been the intention of the Village for this property to be used for a commercial purpose. The Village Manager said that there had been a public hearing on this change last month at the Planning Commission meeting, and that no opposition has been noted. Motion by Braybrook to approve. Second by Peoples. Motion passed unanimously.
- d. Special Land Use Application- 1055 13 Mile Rd. Vehicle Sales Dealership:** This is a proposed vehicle sales/company vehicle wash facility. The Planning Commission held a duly noticed public hearing regarding this application. No opposing comments were received at the hearing. The Planning Commission unanimously voted to recommend approval to the Village Council. Motion by Cumings to approve. Second by Mais. Motion passed unanimously.
- e. Res. 24-17 - Designate Authorized Official Wastewater Treatment Plant Project.** For the wastewater treatment plant project, the state

requires the Village to authorize an official by resolution to be the official representative for the Village for the purposes of applying for funding and filing documents. This resolution designates the Village Manager as this official. Motion by Peoples to approve. Second by Mais. Motion passed unanimously.

- f. **Generator Moving Expense Approval:** Bill Hunter, the DPW Director, spoke about this proposal. This will involve relocating an unused generator from the wastewater treatment plant to the Buth sewer lift station. This initiative is critical for enhancing the reliability and efficiency of our Village's sewer system, particularly for the Buth station. This station exhibits significantly higher usage rates than other stations. He said that this generator is in good condition and should last a number of years. Two quotes were requested: one from Parkway and one from Windemuller. Parkway never responded. Windemuller submitted a quote of \$34,870 for the entire relocation process. Motion by Mais to approve awarding this project to Windemuller for the amount of their quote. Second by Taylor. Motion passed unanimously.
- g. **Draft Zoning & Code Changes:** The Village Manager discussed this. He provided copies of the draft ordinance to the Council. He said that, among other things, it consolidated zoning classifications in order to streamline things. For example, R-1 and R-2 will now be considered R-Medium. R-3 and R-4 will be R-High Density. The draft revisions also include code revisions dealing specifically with sidewalk shoveling and yard parking regulations. It also addresses noxious weeds. However the consensus of the Council was to NOT include any changes regarding the noxious weeds at this time. There will be a public hearing on these changes at the Planning Commission meeting.

- 10. **Village Manager & Department Reports:** Village Manager Lower reported that the airport is operating well. Fuel sales are looking good. He also said that the Vac-con and street sweepers are working well and saving the Village money. He also said that the new child care center is close to opening up. He reported that due to unexpected construction costs involving the sidewalks, drainage, door awnings, and heating units, the project is over budget. These issues need to be remedied before the facility can be licensed by the state. He also said that he had met with Habitat for

Humanity regarding the property on state street. They are negotiating a selling price for the property. He mentioned that they're also interested in the old railroad depot property once it gets relocated. That relocation is scheduled to happen this year. The parking lot will then be repaired in 2025. He also reported that the marijuana dispensary will be opening soon.

11. **Communications:** Dale Bergman, the Township Supervisor, has been appointed to the Historical Society. Council member Cumings discussed the Free Methodist Church. He said that the Historical Society is interested in possibly buying that property.

12. **Payment of Bills**

April Payables

PAYABLES	
(101) General Fund	\$151,177.76
(202) Major Street Fund	\$5,079.95
(203) Local Street Fund	\$10,869.75
(581) Airport	\$33,611.92
(590) Sewer Department Fund	\$43,606.37
(591) Water Department Fund	\$33,254.14
(661) Equipment Rental Fund	\$78,198.91
Total	\$355,798.80

Informational:

(206) Fire Department	\$23,137.56
(208) SRA Park Fund	\$18,657.69
(248) Downtown Development Authority	\$8,572.07

Total	\$50,367.32
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Motion by Braybrook with a second by Taylor to approve. Motion passed unanimously.

13. **Public Comment:** Ricky Johnson, 29 Centennial, Sparta, asked who was responsible for removing snow from the sidewalks within the Village. He was told that it is the Village's responsibility. He also asked about the shed storage ordinance. He was told that anything existing will be grandfathered into the revised ordinance.
14. **Council Member Announcements:** Council Member Braybrook said that Town and Country Days is coming up and volunteers are needed, particularly for Farm Night.
15. **Adjournment:** Meeting was adjourned by President Whalen at 8:25pm.

Submitted by Katy Shelton, Village Clerk.