

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, August 14, 2023 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

1. Call to Order The meeting was called to order at 7:00 pm
2. Pledge of Allegiance at 7:00 pm
3. Roll Call

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

Also Present: DPW Representative Chad VanSyckle, Rob Smith (Infrastructure Alternatives), DDA Director Elizabeth Morse, Police Sargent David Price, and Village Manager Jim Lower.

4. **Additions or Corrections to Consent Agenda and Business Agenda** Moved by Braybrook, support by Carlstrom. All approved.
One Correction is removing public hearing on Ordinance 23-07, 23-08, 23-09; will address those with public comment. Public hearing
Revised 23-09

5. **Public Comment for agenda items**
No public comment

6. **Public Hearing**
Ordinance 23-10 opened at 7:02 pm; presented by Jim Lower. Went through several committee meetings. Public Hearing closed 7:03 pm.
23-13 opened at 7:03 pm; published on website, source of several hearings. Final public hearing for comment on the Parks and Recreation Plan. Hearing closed at 7:04 pm.

7. **Old Business**

- A. Crack Sealing; bidding was received at \$49,588; Jim Lower presented the new revised bid, with corrected roads. Included in the packet is the breakdown and the map. Motion by Cumings, support by Mais to approve as presented. All approved 7-0.

8. **New Business**

- a. 23-07 Ordinance to Amend the Sparta zoning Ordinance: 3 ordinances and 1 resolution are in the packet. This went through the planning commission and it was recommended for approval. This has been discussed over the last several years in Village of Sparta. Motion by Carlstrom, support by Mais. No further discussion, all approved 7-0. Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, yes; Braybrook, yes; Cumings, yes; Whalen, yes.
- b. 23-08 Ordinance to Enact a new Marijuana Licensing and Regulation Code, the actual licensing and regulatory structure. Motion by Braybrook, support by Mais. Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, yes; Braybrook, yes; Cumings, yes; Whalen, yes.

- c. Ordinance 23-09 An Ordinance to Amend the Controlled Substances & Drug Paraphernalia Code, Motion by Mais, support by Carlstrom, no further discussion. Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, yes; Braybrook, yes; Cumings, yes, Whalen, yes.
- d. Resolution 23-13 to establish the Marijuana License Application Form and Fees. Motion by Mais, support by Braybrook, no further discussion. Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, yes; Braybrook, yes; Cumings, yes, Whalen, yes.
- e. Ordinance 23-10 A resolution to approve Repeal & repeal the Sparta Sewer Use Ordinance; George Davis of Davis & Davis Law Offices presented an Ordinance to provide tools to use as situations arise. The new provisions incorporate industrial pre-treatment and also DPW items such as specifications for pipes, buildings, etc. This is not currently required by EGLE but if at any point it does require it IPP program, this ordinance will satisfy their requirements. This is a fairly detailed document, with new tools as discussed at the utility meetings. Motion to approve by Mais, second by Cumings. Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, yes; Braybrook, yes; Cumings, yes, Whalen, yes. Approved 7-0.
- f. Resolution 23-14 A resolution to Approve the 5 Year, 2024-2028 Parks & Rec Master Plan; Motion by Braybrook, support by Mais. No further Discussion. Approved 7-0.
- g. Kubota Purchase: rearranged CIP as a cab was unavailable when original CIP was passed, but now is available. The Equipment fund pool has enough money in the fund, and the budget amendments will be made at the year end to reflect the expense in 2023. Motion by Peoples, second by Taylor to spend 31, 697.67. No further discussion. Motion passes 7-0.
- h. DPW & Water Management Reorganization; a detailed memo was included in the packet reflecting the competitive market for attracting talent; this person will manage the water dept and the DPW dept including purely office work. In order to back fill the man power, an entry level man power DPW position would be hired. There is enough office work between DPW and Water Dept to justify the change in the department structure. The candidate under consideration has good experience in this type of field. Consensus to proceed with reorganization of DPW and Water Management position: Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, Braybrook, Cumings, yes, Whalen, yes.
- i. Master Plan Presentation and Open for Public Comment: presentation from Danielle from Mckenna on major items in the document including the top goals/objectives of the plan, future land use plan, zoning recommendations. Next steps are full draft review with a 63 day comment period for the public. The Planning Commission passed a motion to recommend opening up the document for the 63 day comment period with revisions that can still be done; all neighboring communities and entities with stake in the planning review process will receive information on the 63 day comment period. Motion by Braybrook to open the 63 day comment period, support by Mais, motion passed 7-0.
- j. Village Manager 6-Month Review: The Village Council provided verbal feedback:
 - Peoples: excellent job, hit floor running, good job
 - Mais: think he is great, thought he was great from the beginning
 - Taylor: doing a fine job
 - Carlstrom: very satisfied with performance, appreciate the seriousness taken for the sewer issues that have been happening,

Braybrook: doing an outstanding job, reorganization is good and handled things that are happening; and appreciate the speed of which you are getting things done. Saving us money. I think that's great, and he is very approachable.

Cummings: gets things done, and also finding thing buried in the archives that needed to be addressed

Whalen: generally impressed with his dedication, ability to problem solve, ability to get things done; get along with employees, have their respect, very likable person, and very happy with his performance; brought things to light that council was unaware of.

Jim Lower, Village Manager commented: enjoyed working with the council; been a lot to work through, enjoy the people in the town, and thank you for the support, seems like a lot of level of trust and confidence, but having that support allows that to happen

Whalen, would like to suggest a raise to \$120,000 per year; entertain a motion to approve. Braybrook motion to approve; Mais support. Discussion if this is the average of towns similar to sparta, and understanding that can't make that type of jump "every time", with regards to compensation for job well done.

Peoples, at least what we can do for the job he is doing, doing an excellent job.

Peoples, yes; Mais, yes; Taylor, yes; Carlstrom, Braybrook, Cummings, yes, Whalen, yes.

Approved 7-0.

Village Manager Report

Exterior drawings for a new village hall and DPW will be on the agenda in the upcoming agenda, additionally the daycare sample RFP is able to be amended and hopefully at the upcoming meeting and insight to connect directly with daycare providers to send the RFP to.

Sargent Price: things are good at the police department; new officer started a couple weeks ago, and is in the early phases of training.

Airport: great fly in Saturday, with two new potential private hangers going up at the airport. 92 kids received free airplane rides with 28 were signed up from Sparta. Very well attended!

DPW: New trucks are coming in the next few weeks. Appreciate having the newer, updated equipment as it makes our job easier. New insignia decals are in process of being installed.

Communications: nothing further.

Payment of Bills 433,666.95 for July Payable. Motion by Taylor, second by Mais to pay July bills. No further discussion. Motion passes 7-0.

13. Public Comment: No public comment.

14. No Council Member Announcements

15. Adjournment at 8:07 pm