

**Village of Sparta
Kent County, Michigan
Village Council Meeting
Monday September 11, 2023 at 7:00 PM
75 N. Union St. (Sparta Civic Center)**

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

Absent: none.

Also present: Village Manager Jim Lower, Village Clerk Katy Shelton, Police Chief Andy Milanowski, Police Sergeant Dave Price, Rob Smith from IAI, and Airport Manager Mike Krzciok.

1. **Call to Order:** The meeting was called to order at 7pm.
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 August 14, 2023
 - b. Approve Fire Board Minutes of August 24th, 2023
 - c. Approve Fireworks Display for September 29th, 2023 Sparta Homecoming
None.
5. **Approval of Consent and Business Agenda:** Motion by Cumings with a second by Carlstrom 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. None.
7. **Public Hearing**
 - a. None.
8. **Old Business:**

None.

9. New Business

- a. **Village Complex Presentation:** Robert Andrus from Andrus Architects gave a presentation on the proposed new administration building which will encompass both the Village offices as well as the DPW. He also provided conceptual drawings of the facility. He said that it is 25% larger than the current facilities and will include interior storage for the salt needed in the winter. He said that it will also provide room for the DDA. Village Manager Lower reported that he had requested a grant of \$2,000,000 of the estimated \$3,000,000 in cost. He said that the Village should hear back about the grant in October.
- b. **IT Company Vendor Selection:** Village Manager Lower discussed our current IT vendor, VC3. He said that while they provide services at a relatively low cost, they are extremely deficient as far as supportive services go. He believes that we need to obtain a new IT vendor even at an increased cost. He evaluated several different options and solicited bids from a few IT vendors. He believes that Corporate Technologies would be the best choice. Adam Ferguson from Corporate Technologies was present at the council meeting and talked about what his firm could provide the Village of Sparta as far as IT support. He said that some of his clients include Amway, the city of Grand Rapids, and Steelcase. Motion by Carlstrom with a second by Mais to approve Corporate Technologies to provide IT services. Motion passed unanimously.
- c. **Airport CPI Hangar Increase:** Airport Manager Krzciok discussed the current hanger rental situation at the airport. He said that the Village owned hangers at the airport have not had a rent increase since at least 2016. He said that right now we increase rental amounts randomly and said that we needed to change it to a scheduled time. He also said that our rental amounts are lower than those at surrounding airports. Motion by Mais with a second by Cumings to approve a yearly CPI (Consumer Price Index) increase to be included in the airport lease agreements starting January 1, 2024. Motion passed unanimously.
- d. **Res. 23-15 A resolution to designate September 15th as POW/MIA recognition day:** Motion by Peoples with a second by Mais to approve. Motion passed unanimously
- e. **Res. 23-16 A resolution to create the Lamoreaux Brother's Veterans Memorial Park Advisory Committee:** Currently, the Advisory Committee has no formal members. This resolution will certify a permanent Advisory Committee consisting of Jim Lyals, Tom Cheslek, JoAnne VanderWerff, Daniel Schiffee, Jayne Heath, Larry Carter, Willie Mayer, Dave Cumings, Dale Bergman, Jim Lower, Liz Morse, and Miles Ring. President Whalen asked that Village Manager Lower provide oversight as far as spending by the Committee. The Village Manager stressed that this committee is an ADVISORY committee only. He said that it is completely under Village control and that all spending must be approved by the Village. Motion by Taylor with a

second by Cumings to approve this resolution. Motion passed 6:1 with Carlstrom dissenting.

10. Village Manager & Department Reports: Village Manager Lower said that he had had a productive phone call with the Michigan Department of Education regarding the proposed day care facility. He said that he has enough information to put together a good RFP, and that he will present a draft of that to the Village Council at the October meeting.

11. Communications: This weekend is Applefest which will include fireworks at Balyeat field at dark.

12. Payment of Bills

August Payables

PAYABLES	
(101) General Fund	\$72,109.97
(202) Major Street Fund	\$2,291.87
(203) Local Street Fund	\$4,551.53
(581) Airport	\$12,517.96
(590) Sewer Department Fund	\$86,581.90
(591) Water Department Fund	\$103,673.95
(661) Equipment Rental Fund	\$8,646.98
Total	\$290,374.16

Informational:

(206) Fire Department	\$6,396.44
(208) SRA Park Fund	\$2,254.79
(248) Downtown Development Authority	\$15,328.74
Total	\$23,979.97

Motion by Taylor with a second by Carlstrom to approve the payment of bills in the amount of \$290,374.16. Motion passed unanimously.

13. Public Comment: Police Chief Milanowski said that he is very supportive of a new administration building, He thinks that it will look very professional. He also said that it will be big enough to provide room to host trainings for other police departments. He said that when a village/town/city hosts police trainings, its officer are able to provide that training for free, which will provide a cost savings for our police department.

14. Council Member Announcements: There was a reminder about Applefest occurring this weekend.

15. Adjournment: The meeting was adjourned by President Whalen at 7:55pm.

Submitted by Katy Shelton. Village Clerk.