

## VILLAGE OF SPARTA

### COUNCIL BUSINESS SESSION OF FEBRUARY 9, 2015

Held at Sparta Township Chambers, 160 East Division, Sparta MI

1. The meeting was called to order by President Kristi Dougan at 7:00 pm followed by the Pledge of Allegiance to the Flag.

2. Pledge of Allegiance

3. Roll Call: Council persons Paul Hibbard, Bonnie Koehn, Jayne Paasch, Gale Taylor, William Taylor, Robert Whalen and Village Manager Julius Suchy.

4. Additions or Corrections to Business and Consent Agenda: Add *ii* to Executive Session:  
Pending Litigation.

#### Consent Agenda:

- a. Accept Village Council Regular Meeting Minutes of January 12, 2015
- b. Accept Village Council Special Work Session Meeting Minutes of January 21, 2015
- c. Accept Planning Commission Meeting Minutes of February 2, 2015
- d. Accept Sparta Fire Board Meeting Minutes of January 15, 2015
- e. File Downtown Development Authority Meeting Minutes of January 13, 2015
- f. Executive Order 15-01 Sparta Little League Parade
- g. Executive Order 15-02 Thursday Street Festival Road Closure
- h. Executive Order 15-03 Sparta Town & Country Days Parade
- i. Executive Order 15-04 Celtic Festival Road Closure
- j. Executive Order 15-05 Harvest on the Ridge Road Closure
- k. Appoint Scott Christie to Planning Commission term expiring December 31, 2015

5. Approval of Consent Agenda AND Business Agenda  
Moved by Whalen, supported by Hibbard, to approve Consent and Business Agendas. Motion carried 7-0.

6. Public Comment for Agenda Items: None.

Please note: This Public Comment portion of the meeting is reserved for comment on agenda items.

7. Public Hearing:

- a. S. Union Vacation Public Hearing

The hearing opened at 7:02 p.m. and closed at 7:24 p.m.

o Kyle Cunningham and Kevin Biel of 324 S. Union employees of Tesa Tape had questions concerning the utilities at their plant. Mr. Vilmont engineer from Prein and Newhof said that he didn't think that it would affect them. They also had concerns with parking and

Neal Hoofman, Project Manager from General Formulation Inc., 309 West Gardner said that there would be no change.

- o Gary Moody of 155 South Street, Sparta, MI would like to see in writing Silver Creek expansion would be funded thru General Formulation not residents of Sparta.

- o Donald Behrenwald of 6910 Scottwood Ct NE, Comstock Park, MI had concerns with traffic for school activities.

- o Beth Rider of 45 E Averill St, Sparta, MI when they put new sidewalks in on her street who would be responsible for paying for them. Village Manager Suchy said it would be the Village and General Formulation expense.

- o George Freeland of 200 E Division St, Sparta, MI had concerns about emergency vehicles being able to go thru. Chief Bolen said that the Fire Department will be provided the access they need.

- o Chief Bolen of Sparta Fire Department asked Mr. Vilmont about the water pressure for the hydrants. Mr. Vilmont responded the pressure will remain the same.

8. Old Business: None.

9. New Business

a. Resolution #15-03: Vacation of S. Union St from South Right of Way Line of East Averill Street and North Right of Way Line of Silver Creek Avenue.

Moved by Hibbard, supported by Gale Taylor, to adopt Resolution 15-03.

Motion carried 7-0.

b. S. Union Street Vacation Utility Easement Agreement.

The Agreement is being reviewed by General Formulations Legal Counsel.

No action was taken at this time.

c. Right of Way Vacation and Utility Encasement Agreement.

The Agreement is being reviewed by General Formulation Legal Counsel.

No action was taken at this time.

d. Limitation of Liability Agreement for Public Utility Encasement in S. Union Street.

The Agreement is being reviewed by General Formulation Legal Counsel.

No action was taken at this time.

e. Adopt 2015 Village Goals:

Moved by Gale Taylor, supported by Whalen to adopt 2015 Village Council Goal List.

Motion carried 7-0.

Do you want to include a list of the 1-10 goals? I have seen this done in minutes before.

Establish a plan for the Rodeo Ground Development

Focus on Downtown Development

Establish Plan for Village contribution to SRA Project

Create Plan to clean up Nash Creek with creek scape improvements

Establish a plan to reduce current village debt

Create a Business Retention Program  
Build Splash Pad  
Create Plan for East Entrance Beautification  
Eliminate Double Tax for Fire/Rescue Services  
Be fiscally sound in all departments

f. Cost Comparison of Full Time Officer to Part Time Officer.

No action was taken – memo was intended for informational purposes.

g. Recommendation re: Part Time Police Officer Wages.

Moved by Paasch, supported by Hibbard to increase part time police officer pay to 17.32 per hour after they have successfully completed their field training and remove part time pay increase after 1,000 and 2,000 hours.

Motion carried 7-0.

h. Wastewater Treatment Plant Staffing Cost Benefit Analysis & Next Steps.

Moved by Whalen, supported by Paasch to authorize Village Manager to issue RFP (Request for Proposals) for Waste Water Treatment Plant Operational Services Contract.

Motion carried 7-0.

i. Award Sanitary Sewer Lift Stations Alarm Upgrade Bid to Muskegon County Wastewater Management System at amount not to exceed \$51,066.91.

Moved by Whalen, supported by Gale Taylor to award Sanitary Sewer Lift Stations Alarm Upgrade Bid to Muskegon County Wastewater Management System at an amount not to exceed \$51,066.91. Motion carried 7-0.

j. DNR Grant Discussion – Splash Pad.

The council authorized Village Staff to prepare grant application for review at March Village Council Meeting.

10. Committee Reports:

11. Village Managers Report:

12. Communications: None.

13. Payment of Bills:

Approval of Accounts Payable and Fund Transfers.

Moved by Gale Taylor, supported by William Taylor, to approve Accounts Payable and Fund Transfers. Motion carried 7-0.

14. Public Comment: None.

15. Executive Session:

Moved by Paasch, supported by Hibbard to go into Executive Session at 8:13 p.m. for the purpose to review written Legal Opinion and Pending Litigation. Motion carried 7-0.

Moved by Whalen, supported by Hibbard, to return to the regular session at 8:59 p.m. Motion carried 7-0.

16. Council Member Announcements: None.

17. Adjournment:

The meeting was adjourned by President Dougan at 9:00 p.m. by executive privilege.  
Pam Buchanan – Sparta Village Clerk