

VILLAGE OF SPARTA
Kent County, Michigan
Regular Village Council Meeting
Monday February 14, 2022 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

Present: Village President Robert Whalen, Council Members Brenda Braybrook, Robert Carlstrom, Dave Cumings, Jayne Heath, Bill Taylor, and Gale Taylor.

Also present: Finance Director David Carpenter, DPW Supervisor Dennis Brinks, Code Enforcement Officer Natalie Davenport, Police Chief Andy Milanowski, Adam Philipp from Infrastructure Alternatives, Village Manager Shay Gallagher, 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 or absent are noted above.

4. Additions or Corrections to Consent and Business Agenda

Consent Agenda:

- a. *Approve Regular Village Council Meeting Minutes of January 10, 2022*
- b. *Approve Regular Fire Board Meeting Minutes of January 20, 2022*
- c. *Approve Special Village Council Meeting Minutes of February 2, 2022*

5. Approval of Consent and Business Agenda

Motion by Braybrook with a second by Bill Taylor to approve. Motion passed unanimously.

6. Public Comment for Agenda Items

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

There was no public comment.

7. Public Hearing

- a. None.

8. Old Business

- a. None

9. New Business

- a. Sewer Use Ordinance Update Proposal: The current Sewer Use Ordinance for the Village was passed, and last updated, in 1975. Given that the ordinance is over 40 years old, it is in need of updating. The current ordinance lacks specifics. Davis & Davis Law Office has submitted a proposal to update the Village's Sewer Use Ordinance. Motion made by Heath with a second by Carlstrom to approve the proposal by Davis & Davis Law Office in an amount not to exceed \$9,000. Motion passed unanimously.
- b. Treasurer Reappointment Res. 22-05: Motion made by Braybrook with a second by Cumings to reappoint David Carpenter to a second two-year term as the Village's Treasurer. Motion passed unanimously.
- c. 2022 Broadleaf Control Contract: The Village sought three quotes for Broadleaf control at numerous Village owned properties, including parks and excluding well sites. Superior Fertilizing was the low bid at \$1,489.09 which includes two applications. Motion made by Cumings with a second by Carlstrom to approve this contract in an amount not to exceed of \$1,489.09. Motion passed unanimously.
- d. 2022 Fire Extinguisher Contract: The Village asked, for the first time, for formal bids on inspecting or replacement of fire extinguishers and emergency lights in all Village owned facilities. They received five proposals. The Village has a very good relationship with the second low bidder, Firefighter Sales and Services, and believes this existing relationship justifies awarding the contract to them, even though it's \$66.00 higher than the lowest bid. Motion made by Braybrook with a second by Gale Taylor to award the contract to Firefighter Sales and Services in an amount not to exceed \$370.00 per year for the next three years. Motion passed unanimously.
- e. 2022 Portable Toilet Contract: The Village provides a number of portable toilets throughout the Village. Staff sought pricing from two companies. The actual final cost will depend upon the number of unites rented and cleaning schedule. Staff will ensure that costs are below \$6,500.00. Motion made by Heath with a second by Carlstrom to award the contract to Plummers Disposal service in an amount not to exceed \$6,500.00. Motion passed unanimously.
- f. Fire Code Ordinance Amendment: Fire Chief Olney presented proposed updates in order to reference the 2021 International Fire Code. There are no major or substantive changes. Motion made by Bill Taylor with a second by Carlstrom to approve this ordinance amendment. Motion passed unanimously.
- g. DDA – 223 E. Division: Similar to what the Council agreed to previously, the DDA asks for the Village to agree to “loan forgiveness” for the debt the DDA incurred for the purchase and demolition of the 223 E Division property. In lieu of making that payment, the money would go to fund improvements around the

Village such as dumpster enclosures, Arches parking lot improvements, and other improvements by the Entrance Arch. Motion made by Braybrook with a second by Heath to forgive the loan payment for 2022. Motion passed unanimously.

- h. Resolution 22-06: Sale of 333 Doris St. NW: Although three offers were made, only one of those seemed solid. It is for \$20,250 with the purchaser’s intention of building a single-family home on the lot that matches the existing neighborhood. Motion made by Heath with a second by Braybrook to approve this sale. Motion passed unanimously.
- i. 398 N. State St. License of Use: The Village was approached by the owner of 374 N State Street, Nick Gill, regarding use of the parking lot at 398 N State St. He is in need of additional parking for his business, Auto Care Excellence. 398 N State St is the train depot museum. Staff will prepare a License of Use and proceed. Motion made by Cumings with a second by Braybrook to allow this modification. Motion passed unanimously.

10. Village Manager & Department Reports: Code Enforcement Officer Natalie

Davenport reported that the third and final hearing for Sparts Fruit and Storage is coming up. Very minimal improvements have been. The Village is asking the judge to move for the Village to have the authority to bring the property into code compliance. This relates to the blight on the property with the old vehicles and apple crates. The roof is collapsing on the building, so it makes no sense to repair it. The entire building might need to be demolished. We could put a lien against the building so that if in the future the property is sold, the Village could hopefully recover some of its costs in getting the property cleaned up.

Dennis Brinks, the DPW Supervisor, said that Spring cleanup is scheduled for April 21, 22, and 23. He brought the Council’s attention to the “Do Not Flush” flyer that the Village has put out. This relates to flushing items down the toilet that should not be flushed, even if labeled “flushable”. He said that they create terrible problems with the clogging and blocking of pipes which is very expensive to fix.

- 11. Communications:** The Village Manager was asked about the “old items” in his report, and he brought the Council up to date.

12. Payment of Bills

January 2022 Payables

(101) General Fund	\$ 102,669.95
(202) Major Street Fund	\$ 161,533.42
(203) Local Street Fund	\$ 5,286.99
(230) Civic Center	\$ 3,606.93

(401) Sidewalk Fund	\$ 0.00
(581) Airport	\$ 20,276.42
(590) Sewer Department Fund	\$ 45,304.40
(591) Water Department Fund	\$ 32,651.29
(592) Sewer Capital Improvement Fund	\$ 7,793.16
(593) Water Capital Improvement Fund	\$ 11.05
(661) Equipment Rental Fund	\$ 19,351.20
(378) 2008 USDA Sewer Debt	\$ 9.11
Total	\$ 398,493.92

Informational:

(206) Fire Department	\$ 11,222.64
(208) SRA Park Fund	\$ 55,279.86
(250) Downtown Development Authority	\$ 15,024.72
Total	\$ 81,857.22

- a. Motion by Heath with a second by Braybrook to approve the payment of bills in the amount of \$398,493.92. Motion passed unanimously.

13. Public Comment

- a. Chad Momber was in attendance talking about a 333 Doris lot he recently purchased with the intention of building a single-family home. He said an adjoining property has a blight, and asked the Village's help in getting it into compliance with existing codes.

14. Council Member Announcements

- a. None

15. Adjournment

- a. The meeting was adjourned by President Whalen at 7:56pm.

Submitted by Katy Shelton, Village Clerk