

VILLAGE OF SPARTA
Kent County, Michigan
Regular Village Council Meeting
Monday August 8, 2022 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

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

Also present: Village Manager Shay Gallagher, Village Clerk Katy Shelton, Airport Manager Marty Coaker, DPW Supervisor Dennis Brinks, Police Chief Andy Milanowski, and Finance Director David Carpenter.

Absent: Gale Taylor.

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 members in attendance or absent are noted above.
4. Additions or Corrections to Consent and Business Agenda:
 - a. Approve Regular Village Council Meeting Minutes of July 11, 2022.
 - b. Approve Regular Fire Board Meeting Minutes of July 28, 2022.
 - c. Planning Commission Meeting Minutes of July 5, 2022.
 - d. Downtown Development Authority Meeting Minutes of June 14, 2022.
 - e. Downtown Development Authority Meeting Minutes of July 12, 2022.
 - f. Appoint Todd Johnson to the Zoning Board of Appeals.
 - g. Appoint Gale Taylor to the Zoning Board of Appeals.
 - h. Appoint Gary Moody to the Zoning Board of Appeals
 - i. EAA Pancake Breakfast and Fly-In August 12 & 13, 2022 Paul C. Miller Airport

The Village Manager added “retirement presentation” under “Public hearing”.

5. **Approval of Consent and Business Agenda:** Motion by Heath with a second by Braybrook to approve the agenda. 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.

- a. Jim Lynema of 291 Doris St., asked about item h under new business: 398 N State Street.

7. Public Hearing

- a. Officer Bill Cook retired on May 28, 2022. He started with the Sparta Police Department in 1995. Police Chief Milanowski gave a short presentation and presented Officer Cook with a plaque commemorating his service.

8. Old Business

- a. None

9. New Business

- a. **Ordinance 22-11 – An Ordinance to Amend Section 82-464 Location of Parking Areas:** This ordinance would expand the maximum allowable driveway size from the current 25% of the front yard area to 35% of the front yard area. The Planning Commission has reviewed this, and it recommends that the Village Council approve this. Motion by Braybrook with a second by Cumings to approve. Motion passed 5:1.
- b. **Civic Center Ceiling Painting Project:** The budget for FY 2022 included funding to rehabilitate the Civic Center ceiling given its condition. Staff has made the determination that the best course of action is to prime and repaint the ceiling in place. The Village received three bids for this project ranging from \$6,670 to \$12,400. Council President Whalen wants to get a bid on replacing the entire ceiling to see if that's a reasonable option as opposed to just repainting it. The consensus of the council is to take no action on this project at this point pending obtaining bids to replace the entire ceiling.
- c. **Water Plant – Chlorine Gas Equipment Rehab:** The equipment and regulators associated with the chlorine gas system at the water plant need to be inspected and rehabilitated from time to time. Motion by Heath with a second by Carlstrom to award this contract to RS Technical Services in an amount not to exceed \$5,074.75. Motion passed unanimously.
- d. **HydroCorp Cross Connection Control Program:** The Village began working with HydroCorp in 2018 when the Cross Connection Control Program was implemented. This item discusses contracting with HydroCorp for two years to continue this program at a cost of \$6,828 per year. Council member Carlstrom asked about having the Village go back to doing this in house as it had previously done. The Council agreed to revisit this idea in two years when the present contract with HydroCorp expires. Motion by Cumings with a second by Braybrook to enter into a two-year contract with HydroCorp to continue their inspection work at a cost not to exceed \$13,656. Motion passed 5:1.
- e. **WWTP Engineering RFP:** in 2021, the Village Council decided to move forward with a pool of pre-qualified engineering consultants, as opposed to only working with a single firm of record. This will help increase the diversity of ideas

and approaches to Village projects and ensure competitive costs. This works well with smaller, more straight forward projects. However, projects at the WWTP are larger and more complex. Given the importance of the WWTP, the amount of work needed at the plant, and expertise needed for many of those projects, it's Staff's opinion that a single WWTP engineering firm is the best path forward. Council discussed this, and it was their consensus that the Village should move forward with creating a long-term partnership with a single firm who would be involved with all WWTP projects. This would help the Village deal with issues on a proactive versus a reactive basis.

- f. Police Cruiser Purchase:** Because of recent mechanical issues, Heath with a second by Braybrook to approve the purchase of the 2022 Tahoe Police Cruiser for the not to exceed cost of \$39,233 with an additional cost of approximately \$10,000 to outfit it with a computer, decals, cage, and other items. Motion passed unanimously.
- g. Sparta Sports Boosters – Firework Request:** This will approve a firework display for the annual Sparta High School Homecoming game scheduled for Oct 7, 2022 with an inclement weather date of Oct 14, 2022. Braybrook with a second by Cumings to approve this request. Motion passed unanimously.
- h. 398 N. State St. Property Discussion:** The Village has been asked to consider 398 N State St and its current and future use of the property. It was the consensus of the Council to move forward with surveying and possibly splitting the property in order to get it back onto the tax roll.

10. Village Manager & Department Reports: Manager Gallagher said he had nothing to add to his report. Finance Director Carpenter said that since interest rates continue to increase, the Village's income will also increase. Airport Manager Coaker said that the annual pancake breakfast and fly in will occur this coming weekend.

11. Communications: Council member Carlstrom asked DPW Supervisor Brinks about our collection systems and mercury testing.

12. Payment of Bills

PAYABLES	JULY
(101) General Fund	\$ 91,064.53
(202) Major Street Fund	\$ 6,755.25
(203) Local Street Fund	\$ 9,519.06

(206) Fire Department	\$ 9,396.19
(351) Capital Improvement Bond	\$ -
(376) 2008 USDA Sewer Debt	\$ -
(381) Water Redemption Fund	\$ -
(401) Sidewalk Fund	\$ -
(581) Airport	\$ 52,398.96
(590) Sewer Department Fund	\$ 40,622.38
(591) Water Department Fund	\$ 60,054.59
(661) Equipment Rental Fund	\$ 40,575.31
Total	\$ 310,386.27

Informational:

(206) Fire Department	\$ 9,396.19
(208) SRA Park Fund	\$ 8,812.22
(248) Downtown Development Authority	\$ 16,336.41
Total	\$ 34,544.82

Motion made by Bill Taylor with a second by Braybrook to approve the payment of bills in the amount of \$310,386.27. Motion passed unanimously.

13. Public Comment: Jim Lynema of 291 Doris St. NW asked about the upcoming special meeting regarding the Mark Street property division. He also asked about the status of the Master Land Use Plan, and if updates about this project could be incorporated into the Village web site.

Tracy Miller, 10415 Alpine AVE NW, spoke about code enforcement within the Village of Sparta as it pertains to the business community.

Ricky Johnson, 29 Centennial, spoke about code enforcement within the Village of Sparta as it pertains to residents.

Chuck Yates, 25 Pleasant St, spoke about code enforcement within the Village of Sparta as it pertains to residents. He would like the Village to focus on the big issues, such as mowing the grass and not having vehicles parked on front lawns.

14. Council Member Announcements: None

15. Adjournment: Meeting adjourned by President Whalen at 8:15pm.

Submitted by Katy Shelton, Village Clerk