

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, November 17, 2025 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Additions or Corrections to Consent and Business Agenda

Consent Agenda:

- a. *Approve Regular Village Council Meeting Minutes of October 20, 2025*
- b. *Approve Fire Board Meeting Minutes of October 23, 2025*
- c. *Approve DDA Minutes of October 14, 2025*
- d. *Approve Sidewalk Easement 92 N. State Street*

5. Approval of Consent and Business Agenda

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.

7. Public Hearing

- a. None.

8. Old Business

- a. None.

9. New Business

- a. Res. 25-17 A Resolution to establish the Sparta Fire Authority
- b. Fire Department Budget
- c. Res. 25-18 A Resolution to accept project grant agreement with MNRTF for project TF24-0098
- d. Approve Police Union Contract
- e. Cityhood Q & A Opportunity

10. Executive Session

- a. Discuss attorney-client privileged communications & materials exempt from disclosure

11. Village Manager & Department Reports

12. Communications

13. Payment of Bills

October Payables

PAYABLES	
(101) General Fund	\$604,445.98
(202) Major Street Fund	\$16,031.22
(203) Local Street Fund	\$25,695.01
(581) Airport	\$70,718.28
(590) Sewer Department Fund	\$31,302.07
(591) Water Department Fund	\$129,170.52
(661) Equipment Rental Fund	\$7,000.90
Total	\$884,363.98

Informational:

(206) Fire Department	\$96,774.69
(208) SRA Park Fund	\$2,077.99
(248) Downtown Development Authority	\$3,601.38
Total	\$102,454.06

14. Public Comment

15. Council Member Announcements

16. Adjournment

VILLAGE OF SPARTA
Kent County, Michigan
Village Council Meeting
Monday, October 20, 2025 at 7:00 PM
75 N. Union St. (Sparta Civic Center)

Present:

President Robert Whalen, Council Members Brenda Braybrook, Robert Carlstrom, David Cumings, Courtney Mais, Tom Peoples, Bill Taylor

Absent:

Also Present:

Village Manager James Lower, Chief Andrew Milanowski, DPW Supervisor William Hunter, Sergeant David Price, Deputy DPW Supervisor Conrad Bowman, Village Clerk Kristen Phelps

1. Call to Order

- a. The meeting was called to order at 7:00 pm by President Robert Whalen

2. Pledge of Allegiance

- a. The Pledge was Recited.

3. Roll Call

- a. Formal Roll Call was taken. Attendance is noted above.

4. Additions or Corrections to Consent and Business Agenda

Consent Agenda:

- a. *Approve Regular Village Council Meeting Minutes of September 15, 2025*
- b. *Approve Special Village Council Meeting Minutes of September 25, 2025*
- c. *Approved Planning Commission Meeting Minutes of March 3, 2025*
- d. *Approved Planning Commission Meeting Minutes of August 4, 2025*
- e. *Approve Fire Board Meeting Minutes of September 18, 2025*

5. Approval of Consent and Business Agenda

- a. The Consent and Business Agenda were approved as presented.
 - i. Motion: Braybrook Moved to approve the consent agenda support by Mais. **Motion Carried 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. Jeff Wright 220 Liberty St Commented

7. Public Hearing

- a. None.

8. Old Business

- a. None.

9. New Business

a. Ecklund Resident Input/Discussion

- i. Aaron Bragdon 91 Ecklund Commented
- ii. Robert Hoffman 57 Ecklund Commented
- iii. Jon Conley 70 Ecklund Commented
- iv. Carol Wood 100 Ecklund Commented
- v. Carrie Keener 11 Ecklund Commented
- vi. Donna Cumings 55 Ecklund Commented
- vii. Ron and Sally Kober 53 Ecklund Commented
- viii. Terry Hartman 95 Ecklund Commented

b. Consensus of the Residents was to go with option 3.

c. Preliminary Plat Review- Allen Edwin Homes (Bedford Falls)

- i. Mike and Ben from Allen Edwin spoke.
 - 1. Motion: Carlstrom moved to approve the Preliminary Plat Review as presented, support by Cumings. **Motion passes 7-0.**

d. Res. 25-16 Literacy Resolution

- i. Motion: Mais moved to approve Resolution 25-16 as presented, supported by Braybrook.
Motion passes 7-0

e. Algoma Waste Water Treatment Agreement Amendment

- i. Consensus was to bring the agreement back when Algoma has finalized it with their board.

f. Cityhood Q & A Opportunity

- i. Manager Lower spoke about the boundary review.
 - 1. Sue Johnson 100 Orchard commented.

10. Executive Session

- a. None.

11. Village Manager & Department Reports

- a. Manager Lower spoke about the State funding for roads

12. Communications

- a. None

13. Payment of Bills

September Payables

PAYABLES	
(101) General Fund	\$518,229.11
(202) Major Street Fund	\$827.16
(203) Local Street Fund	\$4,980.79

(581) Airport	\$34,424.43
(590) Sewer Department Fund	\$400,100.54
(591) Water Department Fund	\$46,616.16
(661) Equipment Rental Fund	\$3,973.54
Total	\$1,009,151.73

Informational:

(206) Fire Department	\$11,212.47
(208) SRA Park Fund	\$12,420.92
(248) Downtown Development Authority	\$5,694.01
Total	\$29,327.40

- a. Motion: Peoples moved to approve the payables as presented, supported by Mais. **Motion passed 7-0**

14. Public Comment

- a. None

15. Council Member Announcements

- a. None

16. Adjournment

- a. Meeting Adjourned at 8:00 pm by President Whalen.

**Minutes of the Sparta Fire Board Meeting
October 23, 2025**

Present: Goodfellow (twp), Van Patten (village), Anderson (twp), Cumings (village), Chief Olney. Bergman (twp-chair), & Peoples (village)

Absent: none

Bergman called the meeting to order @7:00 pm.

Additions to Agenda: none

Approval of the Agenda:

Motion: Anderson to approve the agenda.

Second: VanPatten

Motion Passed: 6-0

Public Comment: None

Approval of the Meeting Minutes September 18, 2025:

Motion: Made VanPatten to approve September 18, 2025, minutes.

Second: Peoples

Motion Passed: 6-0

Finance Board Update:

Cumings stated that the finance board had met twice since the last board meeting. They reviewed and approved all department invoices for \$96,774.69 with most of the invoices on auto pay. Cumings stated that (2) large invoices, next to last truck payment for \$69,370.89 and \$10,870.35 for the engine repair of Rescue #6 were most of the monthly department costs. The department's operation budget is 43.8% for the first 7 months of the year with a fund balance of \$1,186,288. Income is currently at 54% of the budget including over \$36,840 of income from interest.

Approval of the bills:

Motion: Made Goodfellow to approve bills through October 21, 2025.

Second: VanPatten

Motion Passed: 6-0

Old Business:

The USDA grant update:

The Chief stated that the USDA is closed due to the federal government shutting down. All documents requested by USDA have been submitted. Andrus Architectural has submitted required items to the Fire Department Attorney for approval and submittal to USDA. Andrus Architectural is still working on getting a new contract for the ongoing Architectural work on the new building.

FEMA SCBA Grant: The Chief stated that only \$240,000, 24 air packs was granted for the 6 area departments that made the request. Chief Olney, being only a portion of the grant request was funded, the air packs will be distributed to the neediest departments. Tyrone Township fire department will be receiving 16 of the air packs

with Sparta Fire Department receiving the remaining 8 air packs. Sparta had submitted for the grant, so the remaining air packs would go to Sparta.

Fire Authority: The board reviewed the Attorney's revised Articles of Incorporation Sparta Area Fire Authority. Goodfellow and Village Manager Lower covered the fireboard with the final changes and rational behind these changes. These changes help in clarification in the Fire Authority agreement and eliminate potential questions/issues in the future. Both Goodfellow and Village Manager Lower stated that they were very satisfied with the final agreement and that both boards should approve the Sparta Area Fire Authority agreement. The Chief will sent the Authority agreement to the Village and Township for their approval.

Motion: Cumings to approve the Articles of Incorporation Sparta Area Fire Authority.

Second: Goodfellow

Motion Passed: 6-0

Chief's Report: Chief Olney presented the **Chief's report.** (attached) There were 867 runs YTD. There were 4 mutual aid calls including 1 fatal Alpine structure fire last month. There were 8 auto accidents, with 4-5 minor injuries. There were 6 hazardous conditions during the month.

Rescue #6: The repairs have been completed to rescue 6. The cost of the repairs was below the estimated quote as the turbo did not have to be replaced, just rebuilt. The final cost was \$10,870.35

EMS Recognition Night: Kent county EMS recognitions were held last week. The event identifies and recognizes departmental personnel who performed extra ordinary service.

The event recognized (3) Sparta Fire Department members with "Life Saving Awards"

Carl Wood, Marc Behrens and Alexis O'Conner

Congratulations to these fine Sparta Fire Fighters.

New Department Laptop: The Chief stated his old laptop crashed/failed. In conversation with Gary Glass, there was no fix for the old laptop. The Chief had a new laptop obtained from Gary Glass for \$700.00 which included the newest Microsoft platform.

Budget: The Chief presented his proposed budget for 2026-2027 budget year. His operational budget is the same as the past year. The Chief revised the millage #1 and #2 with latest revenue projections from the township. He revised several expenditure line items to reflect the current and proposed expenditures, but these changes didn't change his proposed total Operational Budget.

Motion: Goodfellow to approve the proposed budget.

Second: Peoples

Motion Passed: 6-0

Approval of new building permits: The USDA has requested all the building permits before any construction starts. The Chief stated that PCI, village contracted permit agency, has reviewed all the drawings and approved the drawings. The costs for all the permits from the Village (PCI) is \$11,090.00.

Motion: Anderson to pay the permit fees.

Second: Cumings

Motion Passed: 6-0

Approval of snow removal agreement: The Chief submitted a snow removal agreement from Water Works. The chief stated that he's been very happy with their past work. The new contract for snow removal \$2640.00 which is the same as the previous year.

Motion: Anderson to approve contract with Water Works.

Second: VanPatten

Motion Passed: 6-0

Next Meeting Date: November 20th, 2025, at 7:00 PM at the fire station.

Next Finance Meeting Dates: November 4th and November 18th at 4:00 PM at the fire station.

Public Comment: none

Adjournment:

Motion: Goodfellow to adjourn at 7:38 PM.

Second: VanPatten

Motion Passed: 6-0

Minutes by Goodfellow 10-24-25.



Chiefs Report
October 23, 2025

New Business:

1. Monthly report

1. Fire calls (NFIRS 100 classifications)

1. 333 Doris Street – vehicle fire in the driveway (fire out upon our arrival)
2. 460 Indian Lake – reported shed fire
3. 630 Schultz lot #104 – structure fire (auto aid from Alpine and Algoma Fire Departments)
4. 3800 Mt. Hood – auto aid to Alpine Fire (fatal fire)
5. Pine Island and 10-mile – reported house fire – no fire (auto aid with Tender 8)

2. Explosions calls (NFIRS 200 classifications)

3. Rescue calls, including accidents (NFIRS 3- classifications)

1. Kenowa and 13-mile: two vehicle accident pt.'s both needed to be extricated from one of the vehicles
2. S State and Averill: two cars-several pt.'s
3. M37 and 15-mile: rollover accident involving Rockford ALS, one pt. in the other vehicle was transported (mutual aid from Kent City)
4. Sparta Ave near 11-mile: truck hauling a trailer lost control and ended up in the ditch, no injuries
5. 186 E. Division: subject stepped out of the Eagles and got their foot run over by a car in the ally
6. 13-mile near the river: ATV vs. road sign, one pt. transported with a head injury
7. 745 S. State St.: car vs. mailbox (minor injury)
8. Fruit Ridge and 9-mile: mutual aid to Alpine on a multi-car accident

4. Hazardous Conditions (NFIRS 400 classifications)

1. 483 Edward – gas leak in the house
2. 903 12-mile rd – gas leak in the house
3. 125 Martindale – wires down
4. Fruit Ridge and 12-mile – controlled burn
5. 11221 Stebbins – illegal burn
6. 12120 Long Lake – wires down (communication line)

5. Service calls (NFIRS 500 classifications)

6. Good intent calls (NFIRS 600 classifications)

1. 2 - cancelled call after being dispatched
2. 2 – wrong location calls
3. 3 – complaints of burning

7. False alarms (NFIRS 700 classifications)

1. 240 E. Spartan Dr (Applevue Elem.)
2. 7 Anderson St – Iphone crash alert (UTL)

3. 4504 13-mile – fire alarm (cancelled by the alarm company prior to arrival)
 4. 91 E. Averill – fire alarm sounding (no fire)
 5. 821 Crosby way – alarm sounding – low battery alarm on a motorized scooter that was parked outside in the rain
 6. 1991 12 mile rd – fire alarm (cancelled upon our arrival)
-
8. Severe Weather incident (NFIRS 800 classifications)
 9. Special incidents (NFIRS 900 classifications)

Filter statement

Filters

Alarm Date Range 9/15/25 to 10/19/25 | Is Locked true | Is Active true

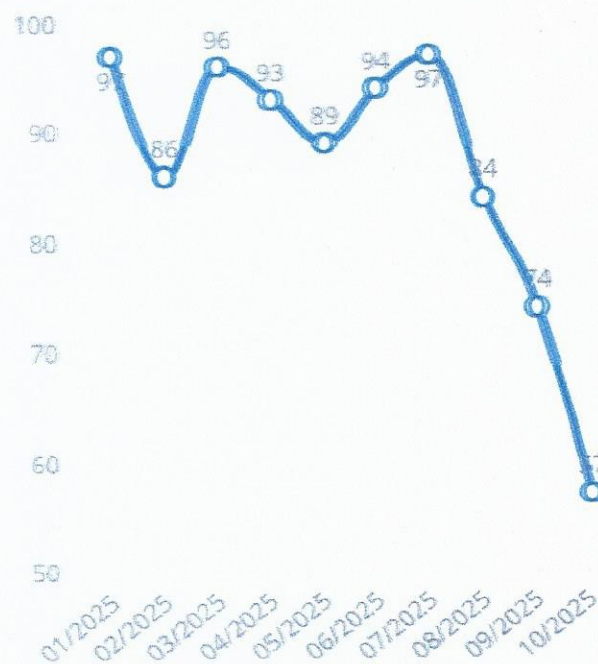
Incident Count

Count of Total Incidents Year to Date: 867

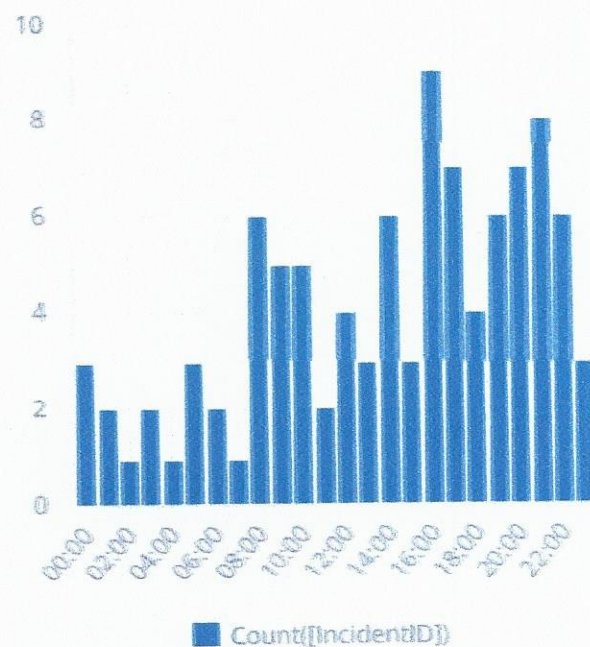
Count of Incidents

99

Incident Count by Month (This Year)



Incident Count by Hour of Day

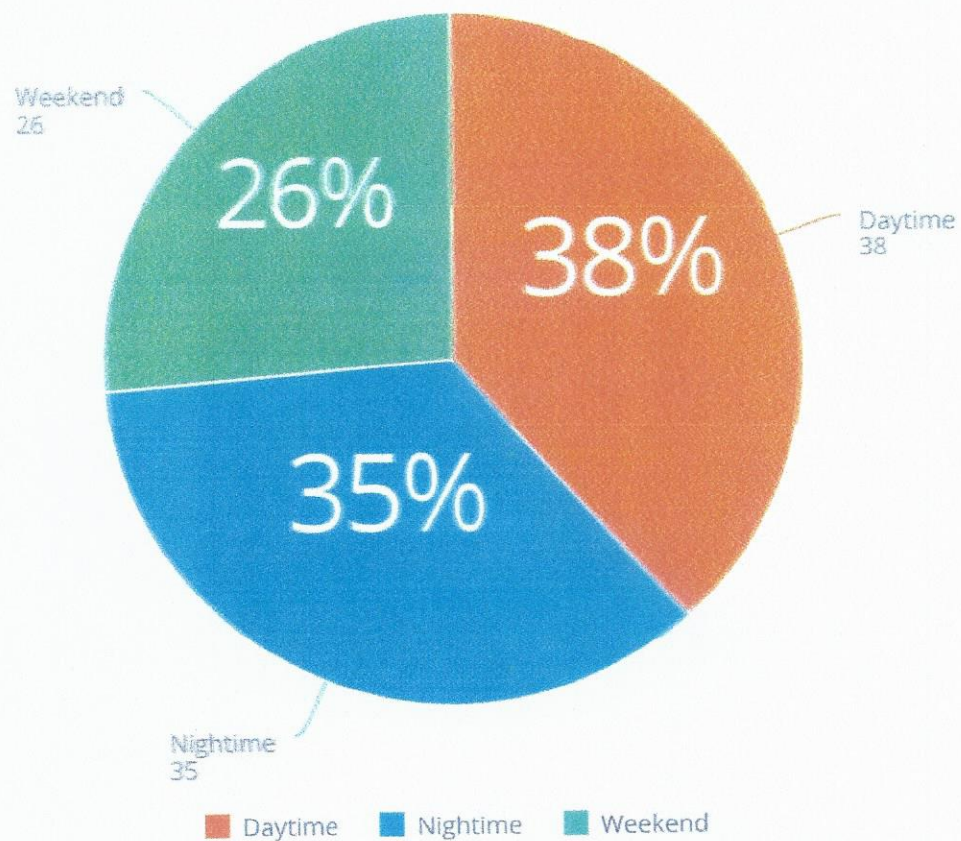


Filter statement

Filters

Alarm Date Range 9/15/25 to 10/19/25 | Is Locked true | Is Active true

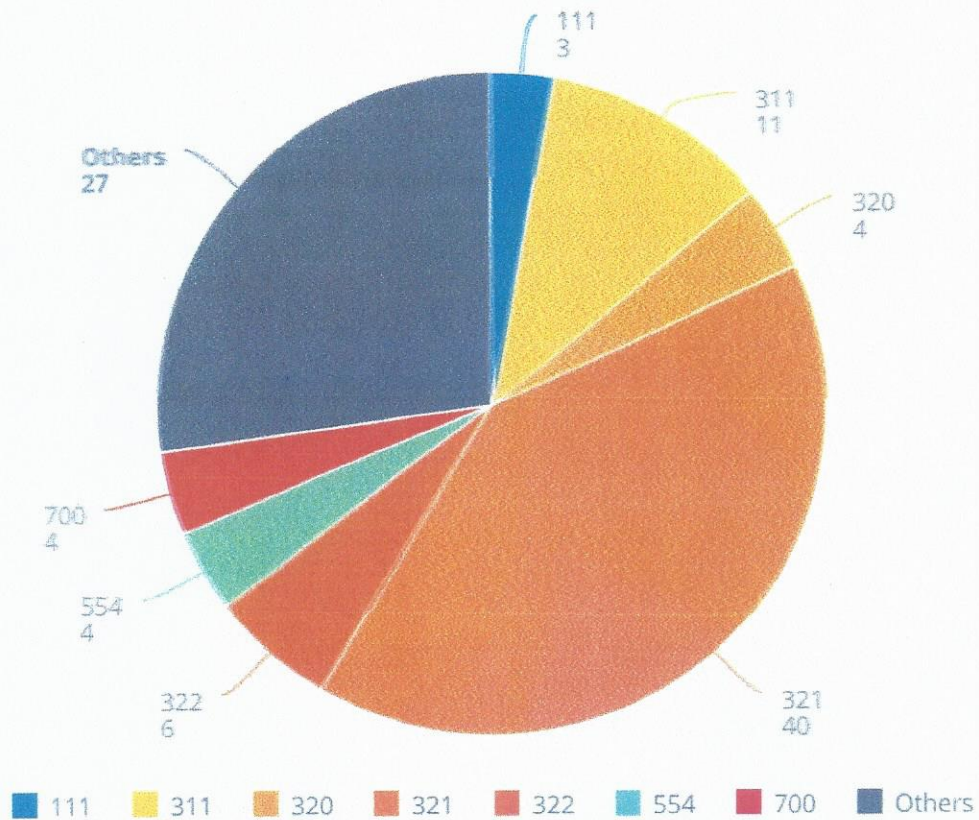
Incident Count by Shift



Filter statement

Filters Alarm Date Range 9/15/25 to 10/19/25 | Is Locked true | Is Active true

Percent of Incident Responses by Incident Type



(17)

Sparta Downtown Development Authority
MEETING MINUTES
OCTOBER 14, 2025
SPARTA CIVIC CENTER

Meeting called to order at 7:45 am by Chair Cheslek

Members present: Driscoll, Freeland, Lamb, Cheslek, Whalen, Gray, Shangle, Scarffe, Baker, Potes,

Members Excused: Stoner

Members Absent: Benham

Also Present: Elizabeth Morse, DDA Director;

Motion to accept the DDA meeting minutes September 9, 2025 by Freeland, second by Baker. All approved.

Approval of DDA Finance Report. Motion by Whalen, second by Freeland. All approved.

Public Comment – None.

Unfinished Business - None

- A. Discussion of Sparta Town Square. Update on construction project. Timeline still as expected.
- B. Discussion on Sparta Community Foundation grant award of \$20,000 for purchase of Synthetic Ice Skating Rink for Town Square and hosting the Winterfest 2026 event.
- C. Discussion on the Sparta Community Foundation Grant Award of up to \$30,000 to install the Outdoor Fire Place as planned in the Town Square. This amenity was planned but needed to be pushed to be completed to another year due to increasing costs of the project, however, thanks to the SCF, we are able to install with the project!

New Business

Public Comment - None.

DDA Business Director Report

Meeting adjourned by executive privilege at 8:26 am.



ACTION MEMO

Staff Communication

DATE: November 12, 2025
TO: Village President Whalen and Members of Council
FROM: William Hunter, Director of Public Works
RE: 92 N State Street-Sidewalk Easement

I. PURPOSE

The purpose of this staff report is to request Village Council authorization for the Village Manager to execute a Sidewalk Easement Agreement with Habitat for Humanity of Kent County for the newly constructed home at 92 N. State Street. The sidewalk associated with the development encroaches outside of the public right-of-way, and a recorded easement is required to establish the Village's legal authority to maintain, repair, and access this sidewalk.

II. BACKGROUND

Habitat for Humanity is constructing a single-family home at 92 N. State Street. As part of the site improvements, a public sidewalk was installed along State Street. A portion of this sidewalk and pedestrian walkway extends onto private property outside the Village right-of-way. Kent County and the Village require a recorded easement whenever public infrastructure is located on private property, ensuring the Village maintains full access rights.

Habitat for Humanity prepared a boundary survey and easement exhibit identifying the encroachment area. A formal Sidewalk Easement Agreement has been drafted, granting a perpetual, non-exclusive easement for public pedestrian access and sidewalk maintenance.

III. ANALYSIS

Approval of this easement is necessary to:

- Provide the Village with legal rights to maintain public infrastructure located outside the ROW.
- Ensure future Village staff can access and repair the sidewalk without trespass issues.
- Comply with County and Village requirements for public infrastructure construction.
- Protect the Village from future liability or access disputes.

This agreement creates no additional costs beyond normal sidewalk maintenance responsibilities.

IV. RECOMMENDATION

Staff recommends that the Village Council approve the Sidewalk Easement Agreement for the sidewalk and walkway located at 92 N. State Street and authorize the Village Manager, Jim Lower, to execute the agreement on behalf of the Village.

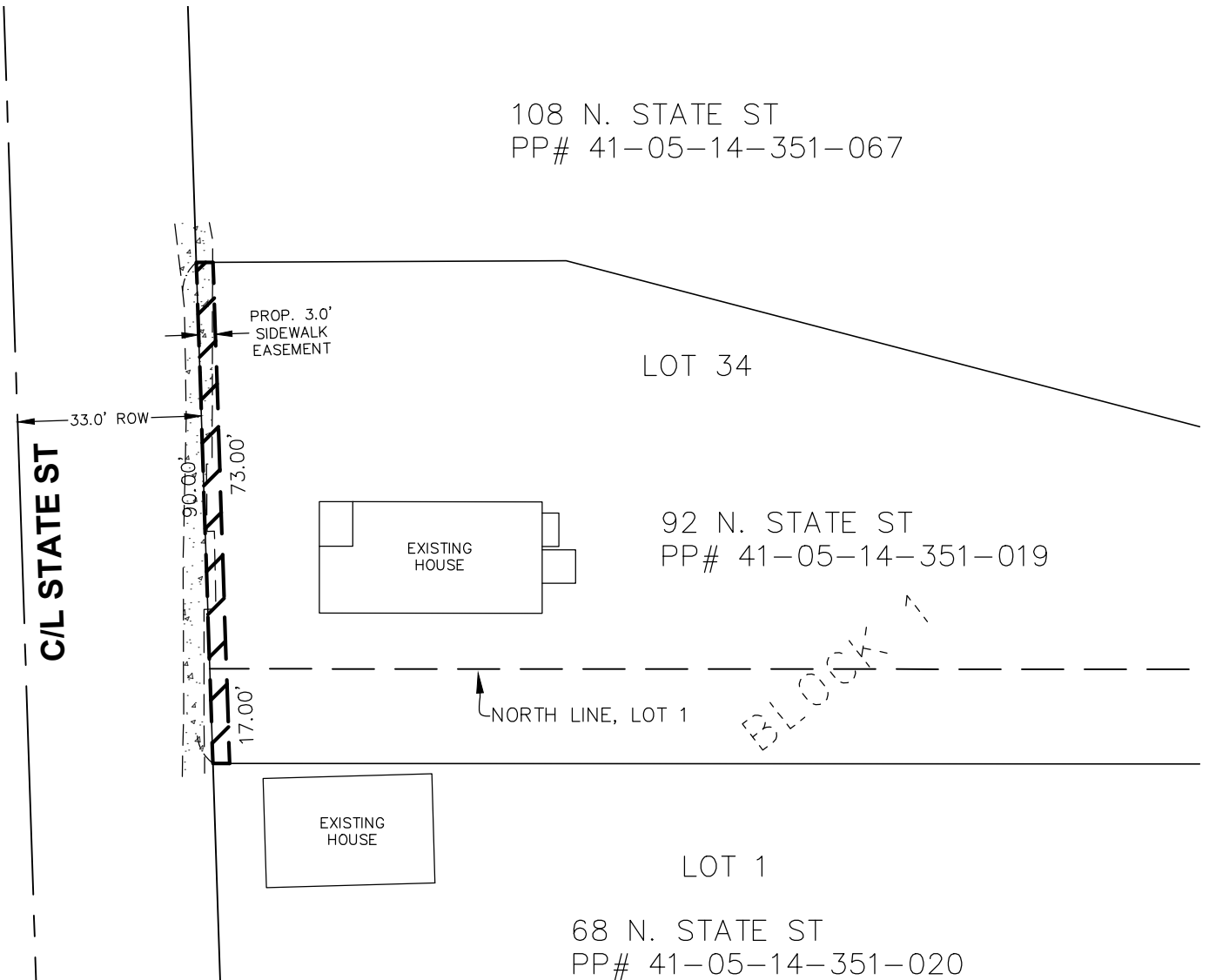
V. REQUESTED ACTION

Motion: To approve the Sidewalk Easement Agreement between Habitat for Humanity of Kent County and the Village of Sparta for the property located at 92 N. State Street and to authorize the Village Manager, Jim Lower, to execute the agreement and all related documents.

EXHIBIT A

SIDEWALK EASEMENT

An easement for sidewalk in the Village of Sparta, Kent County, Michigan, described as: The West 3.00 feet of the following described parcel: The North 17 feet of Lot 1 and that part of Lot 34 in Block 1, part of the Southwest 1/4 of the Southwest 1/4, Section 14, T9N, R12W, Village of Sparta, Kent County, Michigan; commencing on the East line of State Street at the Northwest corner of said Lot 1; thence North 73 feet; thence East 66.4 feet parallel with the North line of said Lot 1; thence S14°28'E to a point 93.6 feet South of the Northwest corner of Lot 33; thence South 38.4 feet to the Northeast corner of said Lot 1; thence West 198 feet to the beginning. Block 1 Village of Sparta, Kent County, Michigan.



Scale 1" = 30'



3145 Prairie St SW
Grandville, MI 49418

Phone: 616.457.7050
www.feenstrainc.com

SIDEWALK EASEMENT AGREEMENT

This Easement Agreement is made this 11th day of November, 2025, by and between:

Grantor:

Habitat for Humanity of Kent County, a Michigan nonprofit corporation
of 425 Pleasant St SW, Grand Rapids, MI 49503

and

Grantee:

Village of Sparta, a Michigan municipal corporation
156 E. Division Street, Sparta, Michigan 49345

RECITALS

WHEREAS, the Grantor is the owner of certain real property located in the Village of Sparta, Kent County, Michigan, commonly known as 92 N. State Street, more fully described in the records of the Kent County Register of Deeds (the "Property"); and

WHEREAS, a portion of the public sidewalk and walkway constructed in connection with the development of the Property encroaches onto the private property of the Grantor; and

WHEREAS, the Village of Sparta (the "Grantee") desires to obtain, and the Grantor desires to grant, a permanent easement for public pedestrian use and maintenance of said sidewalk and walkway;

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. GRANT OF EASEMENT

The Grantor hereby grants and conveys to the Grantee, its successors, assigns, contractors, and agents, a perpetual, non-exclusive easement for the construction, operation, inspection, maintenance, repair, and replacement of a public sidewalk and walkway over and across that portion of the Property more particularly described and depicted on Exhibit A, attached hereto and incorporated herein by reference.

2. USE OF EASEMENT AREA

The Easement Area shall be used solely for purposes associated with public pedestrian access and maintenance, including snow removal, repair, and replacement of sidewalk materials. No other use shall be made of the Easement Area which interferes with or impedes such purposes.

3. MAINTENANCE

The Grantee shall be responsible for the ordinary maintenance and repair of the sidewalk within the Easement Area. The Grantor shall not alter, obstruct, or place any structure or landscaping within the Easement Area that may interfere with the Village's access or use.

4. ASSIGNMENT AND SUCCESSORS

This Easement Agreement shall run with the land and be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors, and assigns.

5. GOVERNING LAW

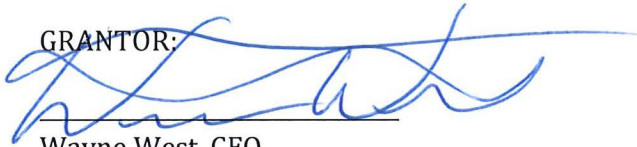
This Easement Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

6. RECORDING

This Easement Agreement shall be recorded with the Kent County Register of Deeds at the expense of the Grantor.

IN WITNESS WHEREOF, the parties have executed this Easement Agreement as of the day and year first above written.

GRANTOR:



Wayne West, CFO
Habitat for Humanity of Kent County
425 Pleasant St SW, Grand Rapids, MI 49503

State of Michigan)
County of Kent) ss:

On this 11 day of November, 2025, before me, a Notary Public in and for said County and State, personally appeared Wayne West, known to me to be the person(s) described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.



Notary Public, Ottawa County, Michigan
My commission expires: 5-19-30

Cheryl Droege

GRANTEE:
VILLAGE OF SPARTA

By: _____
William Hunter, Director of Public Works
156 E. Division Street, Sparta, MI 49345

State of Michigan)
County of Kent) ss:

On this __ day of _____, 2025, before me, a Notary Public in and for said County and State, personally appeared William Hunter, Director of Public Works for the Village of Sparta, who executed the foregoing instrument on behalf of the Village of Sparta.

Notary Public, Kent County, Michigan
My commission expires: _____

EXHIBIT A
(Sidewalk Easement Exhibit – prepared by Feenstra & Associates, Inc., dated 10/9/2025)



ACTION MEMO

Staff Communication

DATE: November 17, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Res. 25-17 Fire Authority

SUMMARY OF REQUEST:

Over the past several months, the Sparta Fire Board, Fire Chief, Village Manager, and Township representatives have collaborated on the development of a new governance structure for the Sparta Fire Department. This effort results in the creation of an independent Fire Authority composed of appointments from both the Village (City) and Sparta Township. The composition of the governing board mirrors the current Fire Board, providing continuity in representation and decision-making.

The transition to an authority serves two primary purposes:

- 1. Financing Capability:**

As an independent legal entity, the Fire Authority will be able to borrow funds directly—through bonds or other debt instruments—to support major capital projects. This is especially important given the significant fire station construction project anticipated in the near future.

- 2. Preparation for Potential Cityhood:**

The authority structure proactively addresses how fire services will be funded and governed if the Village becomes a City. It establishes a fair, stable, and predictable funding framework that protects residents and ensures consistent operations. Depending on voter preferences, funding may occur through a dedicated millage, a cost-sharing formula, or a hybrid model similar to the current arrangement.

In the immediate term, the creation of the authority will not result in any practical changes to fire operations or day-to-day funding. Rather, it resolves the borrowing limitation that currently exists and positions the department for long-term stability.

The old fire agreement is official dissolved by this resolution as well. All assets that are owned by the village and township jointly are official transferred to the authority. Neither entity will have an ownership claim to these assets going forward.

FINANCIAL IMPACT:

The transition to an authority has **no immediate financial impact** on the Village. However, the ability of the Authority to secure its own financing is expected to ease long-term capital pressures on both the Village and Township.

If the Village transitions to a City, the cost-sharing formula outlined in the Authority Agreement results in annual contributions that are comparable to what the Village currently pays. The agreement also addresses how funding would function should voters approve a authority-wide fire millage at some point, which may provide further benefits to both City residents and the Fire Authority.

In short, the proposal maintains the Village's short-term financial commitments while creating positive opportunities for long-term fiscal stability.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

A motion to approve resolution 25-17.

**VILLAGE OF SPARTA
COUNTY OF KENT, MICHIGAN**

Minutes of a regular meeting of the Village Council of the Village of Sparta, County of Kent, Michigan, held in the Sparta Civic Center, 75 N. Union St., Sparta, Michigan, on the 17th day of November, 2025, at 7:00 pm.

PRESENT: Members: _____

ABSENT: Members: _____

The following resolution was offered by Member _____ and seconded by Member _____

RESOLUTION NO. 25-17

**RESOLUTION TO APPROVE THE ESTABLISHMENT OF AND ARTICLES OF
INCORPORATION FOR THE SPARTA AREA FIRE AUTHORITY AND
MATTERS RELATED THERETO**

WHEREAS, Act 57 of the Public Acts of Michigan of 1988, the Emergency Services to Municipalities Act (“Act 57”), authorizes two or more Michigan municipalities to join together to provide emergency services through the creation of a fire authority; and

WHEREAS, the Village of Sparta (the “Village”) and Township of Sparta (the “Township”), each being a “municipality” as described in Act 57, desire to establish a fire authority to provide coordinated and efficient fire protection and emergency response services within the respective boundaries of each municipality; and

WHEREAS, the name of the authority shall be the “Sparta Area Fire Authority” (the “Authority”); and

WHEREAS, the Village Council has reviewed and considered proposed Articles of Incorporation (the “Articles”) for the Authority in the form on file with the Village Clerk.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Village Council hereby approves and adopts the Articles for the Authority in the form on file with the Village Clerk.

2. The Village President and Village Clerk are hereby authorized to sign the Articles on behalf of the Village and to take other actions, in consultation with Village legal counsel, as may be necessary to effectuate the formation of the Authority.

3. The Village Clerk is further directed to publish the Articles in full on the Village's website and provide a copy of this Resolution to the Township Clerk of the Township of Sparta to be filed with the executed Articles with the Michigan Secretary of State as required by Act 57.

a. Upon the effective date of the Articles, the Village hereby approves and consents to: (a) the termination of the existing Joint Fire Protection by Agreement between the Village and the Township of Sparta, dated as of January 1, 2009, (the "Joint Fire Protection Agreement"), and (b) the conveyance of all real and personal property assets of the Sparta Fire Department acquired pursuant to the Joint Protection Agreement to the Authority. The Village hereby expressly waives any and all rights to such real and personal property under the Joint Fire Protection Agreement.

4. The Village Manager and Clerk are authorized to take such actions and execute such documents as are necessary to (a) terminate the Joint Fire Protection Agreement, and (b) effectuate the conveyance of all real and personal property assets of the Sparta Fire Department to the Authority.

5. All resolutions or parts of resolutions in conflict herewith are hereby rescinded.

YEAS: Members: _____

NAYS: Members: _____

ABSTAIN: Members: _____

RESOLUTION DECLARED ADOPTED.

Kristen Phelps, Clerk
Village of Sparta

STATE OF MICHIGAN)

) ss.

COUNTY OF KENT)

I, the undersigned, the duly qualified and acting Clerk of the Village of Sparta (the "Village"), do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Village Council at a regular meeting held on November 17, 2025, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____
day of _____, 2025.

Kristen Phelps, Clerk Village of Sparta

ARTICLES OF INCORPORATION SPARTA AREA FIRE AUTHORITY

These Articles of Incorporation (“Articles”) are adopted for the purpose of creating the Sparta Area Fire Authority (“Authority”) under the provisions of the Emergency Services to Municipalities Act, 1988 PA 57, as amended.

ARTICLE I NAME AND OFFICE

A. **Name.** The name of this Authority is “Sparta Area Fire Authority,” referred to as the “Authority.”

B. **Principal Office.** The principal office of the Authority will be located at the Sparta Fire Department, 36 Elmwood Street, Sparta, MI 49345, or at such other office location as may be designated by the Authority.

ARTICLE II DEFINITIONS

A. **Act 57** means the Emergency Services to Municipalities Act, 1988 PA 57, as amended.

B. **Authority** means the Sparta Area Fire Authority incorporated under the provisions of Act 57.

C. **Board** shall mean the Authority’s governing board.

D. **Emergency Services** means fire protection and medical first response services.

E. **Incorporating Municipalities** means a Municipality that is part of this Authority or joins in a manner provided for in these Articles.

F. **Municipal Emergency Service** means an emergency service performed by a Municipality rather than by this Authority.

G. **Municipality** means a county, city, village, or township.

H. **Non-Incorporating Municipalities** means a Municipality that does not become part of this Authority in the manner provided for in these Articles.

Other terms shall have such meaning as may be specified in the various provisions of these Articles.

ARTICLE III INCORPORATING MUNICIPALITIES

The Incorporating Municipalities creating this Authority are the Village of Sparta and the Township of Sparta, each located in the County of Kent, State of Michigan, which are each hereby designated as an Incorporating Municipality. Any municipality that subsequently joins the Authority pursuant to Act 57 and these Articles shall also be an “Incorporating Municipality.” If any Incorporating Municipality modifies its form of incorporation, the successor municipal entity shall also be bound by these Articles.

ARTICLE IV PURPOSE

The purpose of this Authority shall be and is to provide Emergency Services in accordance with Act 57 and within or without the Authority’s jurisdiction described in Article V of these Articles as may be authorized by these Articles or pursuant to contract with the Authority by any Incorporating Municipality, Non-Incorporating Municipality, or any other lawful entity in accordance with Act 57.

ARTICLE V JURISDICTION

The Authority’s jurisdiction shall include all the territory included within the corporate boundaries of its Incorporating Municipalities as now constituted or as hereafter expanded through annexation, consolidation, or change of municipal identity. The Authority has

exclusive authority to determine how Emergency Services will be provided within its jurisdiction.

ARTICLE VI POWERS

A. **Body Corporate.** This Authority shall be a body corporate with the power to sue or be sued in any court of the State of Michigan.

B. **Powers.** The Authority shall possess all of the powers now or hereafter granted by Act 57, by any other applicable statute of the State of Michigan, by these Articles, and those incident to those purposes, including but not limited to the following:

1. *Bylaws and Rules.* Adopt bylaws and rules of administration to accomplish the purposes of this Act.

2. *Ordinances.* Pursuant to the procedures set forth in Act 57, adopt ordinances that allow the Authority to assess fees on owners or occupants of property who receive Emergency Services to cover the costs of providing Emergency Services under Act 57, and enforce fire-related ordinances adopted or amended from time to time by the Incorporating Municipalities.

3. *Grants, Loans or Contributions.* Apply for and accept grants, loans, or contributions from the federal government or any of its agencies, the state, or other public or private agencies to be used for any of the purposes of this Act and to do any and all things within its express or implied powers necessary or desirable to secure that financial or other aid or cooperation in the carrying out of any of the purposes of Act 57.

4. *Contracts.* Enter into any contracts with other entities or persons not prohibited by law.

5. *Issuance of Bonds.* Issue unlimited tax general obligation bonds upon approval of a majority of the electors in the jurisdictional limits of the Authority voting on the question of the issuance of such bonds. The proposal to issue unlimited tax general obligation bonds must be submitted to a vote of the electors in the jurisdictional limits of the Authority by resolution of the Authority Board. The resolution must contain the language of the ballot proposal. The Authority may also issue its limited tax general obligation bonds without a vote of the electors in accordance with applicable State law, Act 57, and these Articles.

6. *Installment Purchases.* Enter into a contract or agreement for the purchase of real or personal property for public purposes to be paid for in installments over a period not to exceed 15 years (or the maximum period permitted under Act 57 at the time of financing), or the useful life of the property acquired, whichever is less. Real or personal property purchased under this section may serve as collateral in support of the contract or agreement.

7. *Investigation.* Investigate Emergency Services requirements, needs, and programs and engage, by contract, consultants as may be necessary and cooperate with the federal government, state, political subdivisions, and other authorities in those investigations.

8. *Employees; Consultants.* As stated more fully in Article XVII of these Articles and subject to the provisions of Act 57, Michigan law and these Articles, hire employees, attorneys, accountants, and consultants as the Authority considers necessary to carry out the purposes of the Authority.

9. *Taxation.* The Authority may levy a tax on all of the taxable property within the limits of the Authority for the purposes of and as provided in Act 57 and these Articles.

10. *Property.* Acquire private property by purchase, lease, gift, devise or condemnation, either within or without its corporate limits and may hold, manage, control, sell, exchange or lease such. For the purposes of condemnation, the Authority may proceed under the Acquisition of Property by State Agencies and Public Corporations Act, 1911 PA 149 of the Uniform Condemnation Procedures Act, 1980 PA 87.

11. *Additional Powers.* Possess all other powers authorized by law that are necessary to carry out the purposes of its incorporation and those incident to those purposes.

C. **Limitations.** The enumeration of any powers herein shall not be construed as a limitation upon its general powers unless the context or Michigan law shall clearly indicate otherwise.

D. **Corporate Seal.** The Authority may adopt a corporate seal, and may alter the seal, and may use it by causing it or a facsimile thereof to be affixed, impressed or reproduced in any other manner.

ARTICLE VII TERM

The Authority shall continue in existence perpetually or until dissolved by act of the Incorporating Municipalities or by law, if such dissolution is permitted by law.

ARTICLE VIII FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of April in each year and shall end on March 31 of the following year.

ARTICLE IX BOARD OF MEMBERS

A. **Board Members.** The governing body of this Authority shall be a Board of Commissioners (the “Board”), which shall be comprised of three (3) Commissioners from each Incorporating Municipality appointed as set forth herein.

B. **Appointments.** The governing body of each Incorporating Municipality shall appoint three (3) regular Commissioners. Not more than two (2) of the appointees by each Incorporating Municipality shall be a member of the legislative body of the respective Incorporating Municipality. All appointees by each Incorporating Municipality shall be residents of the respective Incorporating Municipality.

C. **Terms.** The Initial Term for one Commissioner from each Incorporating Municipality shall commence upon appointment and shall expire on March 31 in the year following appointment. The Initial Term for all other Commissioners shall commence upon appointment and shall expire on March 31 of the second year following the year of appointment. After the Initial Terms provided herein, each Commissioner appointed by an Incorporating Municipality shall serve a term of two years. However, each Commissioner shall serve until that Commissioner’s successor is appointed and qualified. All terms of office (other than the Initial Term) shall begin on the first day of April.

D. **Timing of Appointment.** No appointment to the Board shall be deemed to be invalid because it was not made within or at the time specified in these Articles.

E. **Qualifications.** Each Commissioner shall be a qualified elector residing within the territorial boundaries of the Incorporating Municipality who appointed him or her and within the jurisdiction of the Authority. A Commissioner shall not be an officer, member or employee of any emergency service transferred to, operated by, or contracted with the Authority, including a person who has contracted with or receives a direct financial benefit or compensation from the Authority.

F. **Oath.** Each Commissioner shall qualify by taking the constitutional oath of office and filing his or her oath with the Authority and as otherwise required by law.

G. **Expenses of Commissioners.** Commissioners shall not be compensated by the Authority for attending meetings of the Authority. However, a Commissioner may be reimbursed for expenses actually made by him or her in carrying out the duties of the Authority (exclusive of Board meetings) only upon approval of the Authority Board in advance of the expenditure and to the extent authorized by the budget for the Authority for each fiscal year.

H. **Vacancies.** A vacancy shall be defined as the four (4) month continuous absence of, or the retirement, removal, resignation, or death of a Commissioner. In the event of a vacancy in the office of Commissioner, the governing body of the Incorporating Municipality that selected the vacating Commissioner shall fill the vacancy for the remainder of the unexpired term.

I. **Removal.** Any Commissioner appointed by an Incorporating Municipality as its representative may be removed at any time without cause by action of the governing body of that Incorporating Municipality that appointed the Commissioner.

ARTICLE X MEETINGS

A. **Meetings.** The Board shall meet regularly and at least quarterly at such time and place as shall be determined by motion of the Board. Special meetings of the Board may be called by the Chairperson or any two Commissioners. Public notices of all regular, special or rescheduled regular meetings of the Board shall be given pursuant to the applicable provisions of the Open Meetings Act, 1976 PA 267, as amended from time to time, and shall be posted on the Authority's website.

B. **Quorum.** A majority of the Commissioners who are appointed and serving shall be required for a quorum.

C. **Voting.** The Board shall act by motion or resolution, unless a particular format is required by law. Each Commissioner shall have one vote. A majority vote of the Commissioners appointed and then serving shall be required for the passage of any resolution providing for the approval and execution of any contract, election of officers, adoption of by-laws, rules and regulations, or the levying of any tax. In all other matters, a vote of a majority of the Commissioners present at any meeting at which a quorum is present and who are authorized to vote on such matters shall be sufficient for passage. The Board shall keep minutes of its proceedings as required by law. All votes shall be "yeas" or "nays" except that where the vote is unanimous, it shall only be necessary to so state.

D. **Adoptions of Rules and Procedures.** The Board shall have the right to adopt rules governing its procedure which are not in conflict with Michigan law, federal law or these Articles. The Board shall also have the right to establish rules and regulations for the use of its real or personal property owned, held or operated by it under the provisions of law.

ARTICLE XI
OFFICERS AND OFFICER DUTIES.

A. **Appointment of Officers.** Annually, the Board shall select a Chairperson, Vice-Chairperson, Secretary, and a Treasurer (or a Secretary/Treasurer), each of whom shall be a Commissioner. Such officers shall serve until the next annual meeting or until their respective successors shall be selected and qualify. No selection of an officer of the Board shall be deemed to be invalid because it was not made within or at the time specified in these Articles.

B. **Officers.** The Officers of the Board shall have such other powers and duties as may be conferred upon them by the Board and Act 57 including, but not limited to, the following responsibilities:

1. *Chairperson.* The Chairperson of the Board shall be the presiding officer of the Board at all Board regular or special meetings. Except as otherwise provided by these Articles, the Chairperson shall not have any executive or administrative function in the Authority, other than as a Commissioner.

2. *Vice-Chairperson.* In the absence or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson.

3. *Secretary.* The Secretary shall be the recording officer of the Board and the custodian of the Authority's records. The Board may hire consultants necessary to assist the Secretary with his or her duties.

4. *Treasurer.* The Treasurer shall be the custodian of the funds of the Board and shall give a bond conditioned upon the faithful performance of the duties of

his or her office. The Board may hire consultants necessary to assist the Treasurer with his or her duties.

C. **Duties Regarding Authority Fund.** All moneys shall be deposited in a financial institution or financial institutions designated by the Board into the Authority fund. All checks or other forms of withdrawal from the Authority fund, including paychecks, shall be signed by two authorized persons. Authorized persons include the Chairperson, Vice-Chairperson, or other authorized Board member, and the Chief Administrative Employee of the Authority. All authorized signatories shall give a bond to the Authority conditioned upon the faithful performances of his or her office. The cost of said bond shall be paid by the Authority.

ARTICLE XII BUDGET AND AUDIT

A. **Annual Budget.** The Authority's Chief Administrative Employee and Chairperson shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning April 1 and such budget shall be reviewed and approved by the Authority as herein provided.

1. *Budget if there is an Authority-wide Millage Only.* If the Authority (a) is authorized by voters to levy an Authority-wide millage at the time the budget must be completed (e.g., by March 31 prior to the next fiscal year), or (b) submitted a ballot proposal to the Authority electors for consideration at the November election prior to the next fiscal year, which if approved, authorizes the Authority to levy an Authority-wide millage on December 1 preceding the next fiscal year without any funding from the Incorporating Municipalities, the preliminary budget shall be prepared and presented for a budget meeting to be held in October prior to the

next fiscal year. The final budget shall be adopted at a Board budget meeting in December by a majority of Commissioners appointed and serving. The Incorporating Municipalities shall have the opportunity to provide comments on the budget but do not have the authority to change or approve the budget. The Commission may amend and adjust the budget from time to time upon approval by a majority of Commissioners appointed and serving.

2. *Budget if there is a Full or Partial Funding by Incorporating Municipalities.*

a. If the Authority's budget for a fiscal year includes direct funding by the individual Incorporating Municipalities for all or a portion of the costs to operate the Authority (including capital expenses) for a given fiscal year, the preliminary budget for the next fiscal year shall be prepared for and presented to the Board at a budget meeting to be held no later than the October Board meeting prior to the end of the Village's fiscal year. The Board shall approve, by a majority of Commissioners appointed and serving, submittal of the budget for the next fiscal year to the Incorporating Municipalities at least thirty (30) days before the end of the Incorporating Municipalities' fiscal year. The budget must include what percentage (currently 2/3 township and 1/3 village) of the operational annual budget each Incorporating Municipality must pay as agreed to by Authority and the Incorporating Municipalities. The budget must be approved by the governing body of each Incorporating Municipality.

b. If the Village incorporates as a home rule city and the Authority is funded in full or in part by direct funding by the individual Incorporating

Municipalities, the preliminary budget for the next fiscal year shall be prepared for and presented to the Authority at a budget meeting no later than the Authority's October Board meeting prior to the end of the fiscal year, and the Board shall approve, by majority of Commissioners appointed and serving, submittal of the budget for the next fiscal year to the Incorporating Municipality at least 30 days before the end of the Incorporating Municipalities' fiscal year. Each Incorporating Municipality's share of funding for the Authority's budget shall be based on a formula (the "Formula") comprised of the following three factors: (1) the respective Incorporating Municipality's taxable value as a proportion of the combined taxable value of all Incorporating Municipalities; (2) the respective Incorporating Municipality's population as a proportion of the combined population all Incorporating Municipalities; and (3) the number of fire runs during the prior fiscal year in an Incorporating Municipality as a proportion of the combined fire runs in all Incorporating Municipalities. Each of the foregoing factors shall be weighted one-third of the total amount due and the aggregate shall constitute the Incorporating Municipality's respective share of the Authority Budget for that fiscal year. All values shall be determined as of the prior December 31 and the most recently completed Decennial Census for the Incorporating Municipality. The budget must be approved by the governing body of each Incorporating Municipality.

c. Amendments to the budget must be approved by a majority of Commissioners appointed and serving, and the governing body of each Incorporating Municipality.

B. **Accounting and Budgeting Procedures.** The Authority's accounting and budgeting practices shall conform to standard accounting practices, the Uniform Budgeting and Accounting Act, 1968 PA 2, and all other applicable provisions of law. The Board shall cause an annual audit to be made of the books, records and financial transactions of the Authority by an independent certified public account and shall furnish at least two copies thereof to each Incorporating Municipality. The books and records of the Authority shall be open for inspection by any Incorporating Municipality at all reasonable times.

ARTICLE XIII COOPERATIVE AGREEMENTS; EMERGENCY SERVICE AGREEMENTS

The Authority may enter into agreements with any Incorporating Municipality, Non-Incorporating Municipalities, or other entities pursuant to Act 57, the Urban Cooperation Act, 1967 PA 7, 1951 PA 33, or another applicable Michigan law for the purpose of, among other things, providing emergency services to the Authority, Incorporating Municipalities and Non-Incorporating Municipalities and their residents. Contracts by the Authority to provide emergency services under Section 8 of the Act 57 shall be executed in the name and on behalf of the Authority by its Chairperson and Secretary by manual or facsimile signature, and the corporate seal of the Authority or facsimile thereof, if any, shall be printed on and affixed to the contract. An Incorporating Municipality may transfer any Municipal Emergency Service to the Authority by transfer agreement.

ARTICLE XIV ADOPTION OF ORDINANCES

Unless and until the Authority adopts such ordinances as provided in Article VI.B.2 of these Articles, Incorporating Municipalities, in cooperation with each other, shall promulgate uniform ordinances providing for cost recovery for Emergency Services provided by the Authority. In addition, the Incorporating Municipalities, in cooperation with each other, may

promulgate ordinances regarding other lawful issues related to the provision of emergency service. From the date on which these ordinances shall take effect, the provisions thereof shall be controlling within the limits of the Authority. At any time, the Board may adopt other ordinances in a similar fashion, provided they are applicable to the purpose of the Authority.

ARTICLE XV FINANCING THE AUTHORITY

A. **Property Tax Levy by Authority.** Subject to the terms and conditions provided in Section 12 of Act 57, the Authority may levy a tax upon all of the taxable property within the jurisdiction of the Authority for the purposes of Act 57. The tax shall not be levied without the approval of a majority of the registered electors residing within the Authority's jurisdiction and qualified to vote and voting on the tax. The election may be called by resolution of the Authority Board pursuant to Michigan law and in compliance with Act 57. Taxes authorized by the Authority may be levied at a rate not to exceed five (5.00) mills and for a period as determined by the Board in the resolution calling the election and included in the ballot proposal. The taxes shall be levied, collected and paid by each tax assessing and collecting officer and the County Treasurer to the Authority as provided by Act 57.

B. **Interim Period Financial Contribution From Each Incorporating Municipality.** During any time where an Authority-wide tax or millage has not been approved and levied as provided in Subsection A above ("Interim Period"), and the Village has not become a City, each Incorporating Municipality agrees to provide support to the Authority through direct funding using any lawful funds. The Authority's operational budget will be set at 2/3 for the Township and 1/3 for the Village of the Authority's operation budget. If the Village becomes a city, the budget funding will be determined using the Formula set forth in Article XII.A.2.b above. For each budget year during the Interim Period, the Chief Administrative Employee and

Chairperson shall prepare a proposed annual operating and capital budget as provided in Article XII of these Articles. The Incorporating Municipalities agree to pay the annual amounts set forth in the budget in quarterly installments. The quarterly payments by the Village of Sparta shall commence on December 1 following the last year that an Authority-wide millage was levied by the Authority and shall continue until November 30 of the next year in which any Authority-wide millage is authorized and levied by the Authority. The quarterly payments by the Township of Sparta shall commence on April 1 following the last year that an Authority-wide millage was last levied by the Authority and shall continue until November 30 of the next year in which any Authority-wide millage is authorized and levied by the Authority.

C. **Property Tax Levy by Municipality.** Any Incorporating Municipality or municipality granted taxing authority under Michigan law may levy a tax on all of the taxable property within the limits of its political subdivision and appropriate, grant, or contribute the proceeds of the tax to the Authority for the purposes of Act 57 or to provide sufficient money to fulfill its contractual obligation to the Authority, which tax shall be within the charter statutory constitutional limitations.

D. **Other Sources of Revenue.** The sources of revenue for financing the Authority specified herein are non-exclusive. The Authority, the Incorporating Municipalities, and any Non-Incorporating Municipalities may provide for their respective financial contributions to the Authority from all other sources of revenue authorized by law.

E. **Federal or State Grants in Aid.** The Authority shall have the power to apply for and accept grants, loans, or contributions from the United States of America or any agency or instrumentality thereof, the State of Michigan or other public or private agencies; and to do

any and all things necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 57.

ARTICLE XVI PROPERTY AND EQUIPMENT TRANSFER AND OWNERSHIP

All Property and Equipment titled or deeded in the name of Sparta Fire Department shall become the Property of the Authority and all necessary documents and instruments to cause title to transfer shall be duly executed.

ARTICLE XVII EMPLOYEES AND INDEPENDENT CONTRACTORS

A. **Power to Employ.** Subject to the terms and conditions provided in Section 10 of Act 57, the Board shall have the power to hire all officers and employees as it may consider desirable to carry out the functions of the Authority.

B. **Chief Administrative Employee.** The Board is authorized to hire a Chief Administrative Employee of the Authority who shall be the Fire Chief. The Fire Chief shall administer the activities conducted and services provided by the Authority on a daily basis as may be more fully determined by the Board.

C. **Independent Contractors and Consultants.** The Authority may retain from time to time the services of attorneys, accountants, and other consultants as the Authority considers necessary to carry out the purpose of the Authority.

ARTICLE XVIII INVESTMENT

The Treasurer of the Authority and/or his or her consultant when authorized by resolution of the Board may invest general funds of the Authority in compliance with the laws of the State of Michigan.

ARTICLE XIX PUBLICATION

These Articles shall be published once in the *Grand Rapids Press*, and once on each Incorporating Municipality's website, which newspaper and websites have general circulation within the jurisdiction of the Authority. One printed copy of the Articles, certified as a true copy, as hereinafter provided, with the dates and places of publication shown by publishers' Affidavit of Publication attached hereto, shall be filed with the Secretary of State. The Township Clerk of the Township of Sparta is hereby designated as the person to cause these Articles to be published, certified and filed as aforesaid.

ARTICLE XX WITHDRAWAL OF INCORPORATING MUNICIPALITY

A. **Procedure for Withdrawal.** An Incorporating Municipality may withdraw from the Authority by resolution of the Incorporating Municipality's legislative body approving the withdrawal, a certified copy of which resolution shall be provided to the Board and the other Incorporating Municipalities at least twelve (12) months prior to the beginning of a new fiscal year for the Authority. Such new fiscal year shall serve as the effective date for the withdrawal. If there is no Authority-wide tax levied under Section 12 of Act 57 and Section VI.B.9 of these Articles, the Incorporating Municipality that withdraws shall continue to be financially obligated to continue all funding, including operations and capital equipment budgets, as required by these Articles or other contract until the Effective Date of the withdrawal.

B. **Tax Liability.** An Incorporating Municipality that withdraws from the Authority ("Withdrawing Municipality") shall continue to be subject to any tax levied in its jurisdiction under Section 12 of Act 57 and Section VI.B.9 of these Articles, for the duration of the period of that tax as determined pursuant to Section 12(3) of Act 57.

C. **Debts and Liabilities.** A Withdrawing Municipality shall remain liable for a proportion of the debts and liabilities of the Authority incurred while the Withdrawing Municipality was a part of the Authority. In the same manner using the formula set forth in Article XII.A.2.b., above, determined as of the effective date of the withdrawal.

D. **Authority Property.** Any property owned by the Authority, which is in the possession of the Withdrawing Municipality or in the possession of personnel who will no longer remain with the Authority as a result of the Withdrawing Municipality's withdrawal from the Authority, shall be returned to the Authority before the effective date of the withdrawal. The Withdrawing Municipality shall not be entitled to the return of any credit for any property or money it transferred to or paid to the Authority prior to the withdrawal.

E. **Employees.** Employees of the Authority who perform emergency services in the jurisdiction of the Withdrawing Municipality shall be protected in relation to the Withdrawing Municipality to the same extent as employees of the Incorporating Municipality are protected in relation to the Authority under Section 10 of Act 57.

F. **Effect on Authority Governance.** Upon the effective date of withdrawal, the Authority's Articles shall be amended to reflect the withdrawal. If only one Incorporating Municipality remains, the Authority shall be deemed dissolved unless otherwise authorized and recognized under applicable law.

G. **Dissolution.** If all of the Incorporating Municipalities withdraw or if the Authority is otherwise dissolved as permitted by law, all assets of the Authority shall be disbursed at the time of dissolution to the Incorporating Municipalities based on the Formula set forth in Article XII.A.2.b., above.

**ARTICLE XXI
EFFECTIVE DATE**

These Articles shall become effective upon the filing of certified copies of these Articles with the Secretary of State, as provided in Article XIX hereof.

**ARTICLE XXII
AMENDMENTS**

These Articles may be amended at any time so as to permit any county, city, village, township or charter township to become a part of this Authority if such amendment to the Articles is adopted by the governing body of such county, city, village, township, or charter township proposing to become a member, and if such amendment is adopted by the governing body of each Incorporating Municipality of which the Authority is comprised. If there is an Authority-wide tax, the Authority shall condition acceptance of any county, city, village, or township on the authorization of that Authority-wide millage by the majority of the electors of the municipality desiring to become part of the Authority. Other amendments may be made to these Articles at any time if adopted by the governing body of each Incorporating Municipality of which the Authority is composed. Any such amendment shall be endorsed, published, certified and printed copies thereof filed in the same manner as the original Articles, except that the printed and filed copies shall be certified by the Secretary of this Authority.

**ARTICLE XXIII
MISCELLANEOUS**

A. **Counterparts.** These Articles may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

B. **Captions.** The captions of these Articles are for convenience only and shall not be considered as part of these Articles or in any way limiting or amplifying the terms and provisions hereof.

**ARTICLE XXIV
ENDORSEMENT**

These Articles have been adopted by the Township of Sparta and the Village of Sparta, as set forth in the following endorsements, and in witness whereof the Supervisor and the Clerk of the Township of Sparta, and the President and Clerk of the Village of Sparta have endorsed thereon the statement of such adoption.

SIGNATURES

These Articles of Incorporation were adopted by the Township Board of the Township of Sparta, County of Kent, State of Michigan, at a meeting duly called on the ____ day of _
_____ 2025.

TOWNSHIP OF SPARTA

Dale Bergman
Supervisor, Sparta Township

Marcy Savage
Clerk, Sparta Township

These Articles of Incorporation were adopted by the Village Council of the Village of Sparta, County of Kent, State of Michigan, at a meeting duly called on the _____ day of _____, 2025.

VILLAGE OF SPARTA

Robert Whalen
President, Village of Sparta

Kristen Phelps
Clerk, Village of Sparta

CERTIFICATE OF TOWNSHIP CLERK

I, Marcy Savage, hereby certify that I am the Township Clerk of the Township of Sparta, Kent County, State of Michigan; and that the above is a true and complete copy of the printed Articles of Incorporation of the Sparta Area Fire Authority, a public corporation incorporated under the provisions of Act 57 which Articles were published on _____ in the _____, and on _____ in the _____, as stated in the attached affidavits of publication and are on file in said Township's office at 160 East Division Street, Sparta, Michigan.

Marcy Savage
Clerk, Township of Sparta

Dated: _____, 2025



ACTION MEMO

Staff Communication

DATE: November 17, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Fire Department Budget

SUMMARY OF REQUEST:

The Fire Board approved the FY2026 budget at their most recent meeting. Fire Chief Dan Olney will be in attendance to present the budget. While some of the internal numbers changed, the amount required from the village and township was not changed. Any questions should be directed to our Fire Chief or Fire Board members.

FINANCIAL IMPACT:

Same cost for the Village as 2025.

BUDGET ACTION REQUIRED:

The contribution amount required will be incorporated in the 2026 budget.

STAFF RECOMMENDATION:

A motion to approve the Fire Department Budget as Presented.

FY 2026-27 Fire Department Budget (April 1 - March 31)

Fire Department Operating Budget

Revenues		FY 26-27 PROPOSED	
580.000	Sparta Township	\$	276,665.00
580.100	Village of Sparta	\$	138,333.00
641.000	Fees	\$	450.00
665.001	SFD Interest Income	\$	40,000.00
672.500	Reimbursement-Miscellaneous	\$	4,000.00
Total Operating Revenue		\$	459,448.00

Expenditures

702.100	Chief's Salary	\$	84,000.00
702.150	Deputy Chief's Salary	\$	10,500.00
702.200	Non-clerical (daytime hours)	\$	3,000.00
702.210	Firefighter hours	\$	1,500.00
702.300	Administrative hourly pay	\$	400.00
702.350	SFD Weekend Standby	\$	14,000.00
702.360	Medical on call	\$	18,600.00
702.450	FF Extra Hours	\$	6,500.00
702.650	SFD Runs	\$	53,500.00
702.750	SFD Practice	\$	14,000.00
702.900	Mechanic - SFD	\$	4,750.00
713.100	Workers' Compensation Insurance	\$	17,500.00
715.000	SS Taxes & Medicare	\$	15,500.00
727.000	Office Supplies	\$	3,000.00
756.000	Operating Supplies	\$	19,000.00
760.000	Medical Supplies	\$	7,000.00
768.000	Uniforms	\$	3,000.00
807.000	Audit Fees	\$	4,500.00
818.000	Contracted Services	\$	1,500.00
818.020	Accounting Services	\$	8,000.00
818.400	Attorney	\$	4,000.00
818.600	Information Tech	\$	2,250.00
818.640	Emergency Reporting	\$	5,200.00
821.000	Vaccines	\$	400.00
821.100	Employee Physicals	\$	4,000.00
850.000	Telephone	\$	12,000.00
861.000	Mileage Reimbursement	\$	100.00
864.000	Conferences & Workshops	\$	7,000.00
867.000	Gas & Oil	\$	8,500.00

920.100	DTE House	\$	1,100.00
920.200	DTE Fire Station	\$	5,000.00
921.100	Electric House	\$	2,500.00
921.200	Electric Station	\$	5,000.00
922.100	Water House	\$	1,500.00
922.200	Water Station	\$	3,000.00
923.000	Trash Removal	\$	2,600.00
930.000	Repairs & Maintenance	\$	14,500.00
930.003	Engine #3	\$	2,500.00
930.005	Platform #5	\$	5,000.00
930.006	Rescue #6	\$	3,000.00
930.007	Brush Truck #7	\$	1,500.00
930.008	Tender #8	\$	1,500.00
930.010	Medic #10	\$	1,000.00
930.100	Buildings & Grounds	\$	7,700.00
935.000	Bodell Pest Control	\$	400.00
956.000	Misc.	\$	400.00
956.001	Fire Prevention	\$	3,000.00
956.100	Bank Service Fees	\$	500.00
958.000	Dues & Memberships	\$	1,700.00
958.100	Chief's Auto Allowance	\$	-
958.150	Deputy Chief's Auto Allowance	\$	2,400.00
960.000	Insurance & Bonds	\$	28,000.00
970.100	Capital Outlay Reserve	-	
Fire Dept Operating Expenditure Total		\$	427,000.00

Millage #1 Budget - (Acquisition of Fire Equipment)			
Revenues		FY 26-27 PROPOSED	
580.200	Township Millage #1	\$	93,000.00
	Total Millage #1 Revenue	\$	93,000.00
Expenditures			
	Turn out gear (5-sets)	\$	19,000.00
	Truck Lease payment	\$	34,685.00
	Total Millage #1 Expenditure	\$	53,685.00

Millage #2 Budget - (Improving, remodeling, renovating and repairing Fire Station and for vehicle purchases)	
Revenues	FY 26-27 PROPOSED

580.300	Township Millage #2	\$	95,500.00
	<i>Total Millage #2 Revenue</i>	\$	95,500.00

<u>Expenditures</u>		FY 26-27 PROPOSED	
	Truck Lease payment		\$34,685.00
	Truck tablets and mounts		\$10,000.00
	<i>Total Millage #2 Expenditure</i>		\$44,685.00

SFD Cash Capital			
<u>Revenues</u>		FY 26-27 PROPOSED	
	SFD Cash Capital Outlay	\$	20,000.00
	<i>Total</i>		

<u>Expenditures</u>		FY 26-27 PROPOSED	
	misc expenditure(s)	\$	8,500.00
	<i>Total Cash Outlay Expenditure</i>	\$	8,500.00



ACTION MEMO

Staff Communication

DATE: November 17, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Res. 25-18 A Resolution to accept project grant agreement with MNRTF

SUMMARY OF REQUEST:

Res. 25-18 official approves the attached grant agreement with the MNRTF for our Rogue River Park kayak launch and parking lot. It is a standard agreement required for all MNRTF grants and represents the culmination of years' worth of work to secure the funding.

FINANCIAL IMPACT:

We will receive \$281,400 in grant funding with a village match of \$100,000. The council already committed to this funding by resolution last year.

BUDGET ACTION REQUIRED:

We will put the grant amount and match numbers in our fiscal year 2026 budget.

STAFF RECOMMENDATION:

A motion to approve resolution 25-18.

**VILLAGE COUNCIL
VILLAGE OF SPARTA
Kent County, Michigan**

Council member _____, supported by Council member _____ moved the adoption of the following resolution:

RESOLUTION NO. 25-18

**RESOLUTION TO ACCEPT PROJECT GRANT AGREEMENT WITH MNRTF FOR
PROJECT TF-24-0098**

WHEREAS, the Village of Sparta has received a grant request of \$281,400 from the MNRTF Program to assist in funding the \$381,400 construction project for the Rogue River Park North Kayak Launch;

NOW, THEREFORE, BE IT RESOLVED, that the Village of Sparta, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Village of Sparta does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide one hundred thousand (\$100,000) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

YEAS: Councilmembers:

NAYS: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Resolution declared adopted.

CERTIFICATION

As its Clerk, I certify that this is a true and complete copy of a resolution adopted by the Village Council of the Village of Sparta, Kent County, Michigan, at a regular meeting held on November 17, 2025

Date: November 17, 2025

Kristen Phelps, Village Clerk



Michigan Natural Resources Trust Fund Development Project Agreement

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between **Village of Sparta** in the county of **Kent County**, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT." The DEPARTMENT has authority to issue grants to local units of government for the development of public outdoor recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, P.A. 451 of 1994, as amended and under Article IX, Section 35 of the Michigan Constitution. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In Public Act **21 of 2025**, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE.

The purpose of this Agreement is to provide funding in exchange for completion of the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: Rogue River Park Development Project #: TF24-0098

Grant Amount: \$281,400.00 74% PROJECT TOTAL: \$381,400.00

Match Amount: \$100,000.00 26%

Start Date: Date of Execution by DEPARTMENT End Date: 10/31/2027

As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the required attachments by 12/19/2025 or the Agreement may be cancelled by the DEPARTMENT. **This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.** The Agreement is considered executed when signed by the DEPARTMENT.

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

GRANTEE

SIGNED _____

By [Print Name]: _____

Title: _____

Organization: _____

Unique Entity Identifier

123456789 CV004877
SIGMA Vendor Number SIGMA Address ID

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED _____

By: _____

Grants Section Manager

Date of Execution by DEPARTMENT

1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through www.michigan.gov/dnr-grants, unless otherwise instructed by the DEPARTMENT. Primary points of contact pertaining to this agreement shall be:

GRANTEE CONTACT

Name/Title

Organization

Address

Address

Telephone Number

E-mail Address

DEPARTMENT CONTACT

MNRTF Grant Program Manager

Name/Title

Grants Management/DNR Finance & Operations

Organization

525 W. Allegan Street, Lansing, MI 48933

Address

P.O. Box 30425, Lansing, MI 48909

Address

517-284-7268

Telephone Number

DNR-Grants@michigan.gov

E-mail Address

2. The legal description of the project area, boundary map of the project area, and the development grant application bearing the number **TF24-0098** uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **10/20/2025** through **10/31/2027**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the uploaded legal description and shown on the uploaded boundary map.
5. The words "project facilities" shall mean the following individual components, as further described in the application.

Access Pathway 6' wide or more
Bench(es)
Canoe/Kayak Launch or Ramp
Fence
Landscaping
Paved Parking Lot
Picnic Table(s)
Rain Garden with Native Plants
Recycle Bin(s)
Signage
Trash Bin(s)

6. The DEPARTMENT will:

- a. grant to the GRANTEE a sum of money equal to **Seventy-Four percent (74%) of Three Hundred and Eighty-One Thousand Four Hundred dollars (\$381,400.00)**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Two Hundred and Eighty-One Thousand Four Hundred dollars (\$281,400.00)**.
- b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
 - i. Payments will be made on a reimbursement basis at **Seventy-Four percent (74%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
 - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiGrants website, including but not limited to copies of invoices, cancelled checks, EFTs, list of volunteer and/or force account time and attendance records.
 - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
 - iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE will:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **One Hundred Thousand dollars (\$100,000.00)** in local match. This sum represents **Twenty-Six percent (26%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. with the exception of engineering costs as provided for in Section 8, incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans, specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
 - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
 - ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional.
 - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
 - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Act, Act 453 of 1976, as amended; and the 2013 Access Board's Final Guidelines for Outdoor Developed Areas.
 - vii. Bury all new utilities within the project area.
 - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior

expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.

- d. operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
 - e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant-assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
 - f. adopt such ordinances and/or resolutions necessary to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
 - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
 - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
 - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable, and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
 - j. erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF. The size, color and design of this sign shall be in accordance with DEPARTMENT specifications.
 - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2025** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a progress report every 180 days during the project period.
 - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
 - c. Submit a complete request for final reimbursement **within 90 days of project completion and no later than 01/31/2028**. If the GRANTEE fails to submit a complete final request for reimbursement by **01/31/2028**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.

11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in the application and this Agreement .
12. The project area and all facilities provided thereon, as well as the land and water access ways to them, shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof because of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section , the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title shall not be subject to: 1) any possibility of reversion or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservation or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
 - a. Received an exemption from the DEPARTMENT before the execution of this Agreement , and
 - b. Received prior approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated _____, and
 - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
 - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement .
15. None of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate , therefore:
 - a. The GRANTEE agrees that the project area or any portion thereof will not be converted to a use other than public outdoor recreation use without prior written approval of the DEPARTMENT and the BOARD . Any such action will require mitigation approved by the DEPARTMENT and the BOARD , including but not limited to replacement with land of similar recreation usefulness and equal or greater market value.
 - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT .
 - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area .
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater market value, and of equal or greater usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater market value and of equal or greater usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
 - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken

- by the GRANTEE before beginning the project to assure safe use of the property by the public, and
 - b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
 - c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing the project site.
19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;
 - or
 - b. If any portion of the project area is a facility, documentation that Department of Environment, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.
23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.

28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
- Terminate this Agreement; and/or
 - Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
 - Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund and Recreation Passport Grant Program; and/or
 - Require repayment of grant funds already paid to GRANTEE; and/or
 - Require specific performance of the Agreement.
29. This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.
30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.
31. The GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
33. The DEPARTMENT shall terminate this Agreement and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.
34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
35. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.

If this Agreement is approved by Resolution, a true copy must be attached to this Agreement. A sample Resolution is on the next page.

SAMPLE RESOLUTION
(Development)

Upon motion made by _____, seconded by _____, the following Resolution was adopted:

“RESOLVED, that the _____, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the _____ does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide _____ (\$ _____) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

The following aye votes were recorded: _____

The following nay votes were recorded: _____

STATE OF MICHIGAN)

) ss

COUNTY OF _____)

I, _____, Clerk of the _____, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the _____ at a meeting held _____.

Signature

Title

Date



ACTION MEMO

Staff Communication

DATE: November 17, 2025
TO: Village President Whalen and Members of Council
FROM: James A. Lower, Village Manager
RE: Police Union Contract Approval

SUMMARY OF REQUEST:

Village Manager Lower and Police Chief Milanowski have been working with members of the Police Union to negotiate a new collective bargaining agreement. The current contract expires on December 31, 2025. The tentatively agreed-upon contract language will be provided to Village Council members in advance of the upcoming meeting. The following is a summary of the terms tentatively agreed to by the Village and the Union, pending formal approval by the Village Council.

1. **Four-Year Contract Term**

The agreement covers a four-year period, consistent with the length of previous contracts.

2. **Wage Adjustments**

Annual wage increases average 3% over the four-year term, similar to the framework negotiated with the DPW. The yearly breakdown is: **2026: 4% 2027: 3% 2028: 3% 2029: 2%**

3. **Shift Structure & Overtime Eligibility**

The contract transitions all officers to **12-hour shifts** as the new standard. Overtime eligibility will now be based on **84 hours in a pay period**, replacing the previous threshold of 40 hours in a week.

4. **LOU Integration**

Prior Letters of Understanding, as well as existing language related to the Sergeant position, have been consolidated and incorporated directly into the contract. This simplifies interpretation and ensures consistent application.

5. **Vacation Accrual System Update**

- All officers will move to a **January 1 annual vacation renewal**.
- For new hires, "year zero" will automatically count as **one full year** of service for vacation purposes on the first January 1 following their hire date.
- Current staff will be transitioned to the same January 1 system.
These changes streamline recordkeeping and provide faster time-off accrual for new recruits.

6. **Elimination of Firearms Proficiency Pay**

Firearms proficiency pay is removed from the contract.

7. **Elimination of Mileage Pay for Kent County Court Appearances**

Officers will no longer receive mileage reimbursement for court proceedings held within Kent County.

8. Revised Comp Time Provisions

Comp time rules are updated to mirror those negotiated with the DPW in 2024.

- The maximum annual comp time accrual is reduced from **120 hours to 60 hours**.
- Any unused comp time will be **paid out each December**, and banks will reset to zero in January.
- Stacking and related provisions are clarified and tightened for consistency and administrative efficiency.

FINANCIAL IMPACT:

Staff believes the changes reflect reasonable adjustments to wages and benefits.

BUDGET ACTION REQUIRED:

The changes to wages and other benefits will be accounted for in the 2026 and subsequent budgets.

STAFF RECOMMENDATION:

A motion to approve the Police Union Contract as presented and authorize the Village President and Manager to sign.



To: Sparta Village Council
From: Michael Krzciok, Airport Manager
Date: November 12, 2025
RE: Sparta Municipal Airport Monthly Report for October 2025

Fuel Sales:

We had our best October fuel sales ever, smashing the previous record by over 1000 gallons! Sparta Aviation also recorded their best October for flight instruction hours flown and transient traffic remains steady.

Month	Year	Total Transactions	Total Gallons
October	2025	432	8636
October	2024	356	7558
October	2023	276	5450
October	2022	355	6924
October	2021	285	4933
October	2020	317	7540

Hangar Demand:

I have received two new hangar concepts for the H-row t-hangar area. The H-row t-hangar is old, in poor shape, and slated for future demolition and redevelopment per our Airport Layout Plan (ALP). With two viable concepts for probable 2026 redevelopment, I will not be filling H-row vacancies as they occur and will be moving H-row tenants into any vacancies in our other hangars as they become available. I will update you with further developed plans in the December report. We added one name to the hangar wait list in October.

Available Hangars	0
Upcoming Availability	0
T-hangar Waitlist	61

Crack Sealing Project:

The 2025 Crack filling and sealing project was completed on schedule. This project utilized State/Local grant funds and was completed at no cost to the airport or Village. The areas repaired were in rough shape and this should help keep those pavement sections viable until the next round of crack sealing funding is available.

Fall Color Tours:

MyFlight Helicopter Tours utilized Sparta Airport again this fall and their color tour flights were a huge success! Operations went very smoothly and safely, especially considering how busy the airport was in October. They have been a great company to work with and they were very pleased with operations at Sparta airport. They offered a complimentary tour for two that was raffled off at the Sparta Apple Festival. These operations contributed to our record fuel sales for the month.



Hangar Construction Update:

The gas main to service the new public/private hangar area was installed with hook-ups to the new hangars scheduled for early November. Aircraft are moved in and final interior work continues for both new hangars. Construction of the fifth hangar in this area is scheduled to begin soon and we have a concept for a sixth and final hangar in this area for 2026.



Johnston Hangar



VanderVeen Hangar

Jet Fuel Farm Project Update:

Tank footings were poured and crash protection installed. Electrical is schedule for mid-November and the tank is scheduled for delivery at the end of November.



Jet Fuel Farm Crash Protection (these will be covered with safety yellow bollard covers)



Jet Fuel Farm tank footings

1. Town Square Construction Project is still on schedule; with paving slated for November 21 on the day of Shop Sparta and the Tree Lighting (yes, we are aware and doing our best to work around it!) We have made it possible for parking in Balyeat Field and access through Town Square to reach the street safely. We are decorating the street side more as candy lane will be less visible this year due to construction timelines.



2. Another beautiful project balanced between the juggle of volunteers, youth helpers, and our dedicated staff to prepare for our holiday season! Independent Bank volunteers, C & I Building Maintenance staff volunteers, and Sparta 4H Livestock kids all played a role in decorating the town and prepping for those decorations this holiday season!
3. Sparta staff finished October with handing out over 1,000 “boo bags” to Sparta area staff members with treat bags filled with a little pick-me-up, marketing icons from local businesses, and coupons from local shops.



4. Sparta TODAY launched a new series called “Sip & Shop”. The first event in September was a nice launch to get foot traffic moving on a normal Thursday evening. For one weekend in November and December, downtown businesses are committed to hosting the event and working together on marketing the events. We are hosting the trolley as a hop on fun addition to the Thursday evening event to bring a new spin to the shopping focused event.



These type of events are important for the downtown for two reasons – 1, its important for the businesses to continue to work together as much as possible, in any unified message as it amplifies the marketing than working singularly. And 2, it is a great reminder that facebook posting alone isn't a marketing strategy!

5.The 2026 dates are set and we are ready for another vibrant year in Sparta.



2026 EVENTS & FESTIVALS:

Feb	Winter Fest	Sept 18-19	Michigan Apple Fest
Weds May 13 - Aug 5	Concerts in the Park	TBD	Homecoming Parade
May 14-17	Town & Country Days	Oct 24	Scare on the Square
June TBD	Princess & Superhero Night	Nov 20	Shop Sparta & Stroll of Lights
June 19-20	Beer & Brat Street Fest	Dec	Santa Visits
Aug 7-8	Celtic Fest		



****All Dates are subject to change. Please see Spartachamber.com for the most up to date Schedule!**



ACTION MEMO

Staff Communication

DATE: November 12, 2025
TO: Village President Whalen and Members of Council
FROM: William Hunter, Director of Public Works
RE: DPW Monthly Update

Water System Operations & Compliance

- October 20: Installed a new sealed lid with a top tap on the brine day tank, which allows for complete closure and helps prevent contamination.
- October 20: Ordered citric acid for future softener resin washes to improve treatment effectiveness.
- October 20: Adjusted blended water percentage to optimize finished water quality. Staff continues to monitor water quality parameters to determine the proper blend ratio.

October 2025 Water Plant Summary

- Total Water Treated: 13.37 million gallons
- Average Daily Production: 0.43 MG/day
- Chlorine Residuals:
 - Post-filter average: 1.41 mg/L
 - Distribution system average: 0.29 mg/L free, 0.34 mg/L total
- Fluoride Residual: Maintained at 0.56 mg/L
- Bacteriological Sampling: All distribution samples were ABSENT for coliform bacteria.
- Booster Pumping:
 - Southwest High Pressure District: 3.681 MG
 - Low Pressure District: 9.858 MG

Streets, Sidewalks & Leaf Collection

- October 15:
 - Installed new milling driveway at the Evergreen property
 - Repaired a valve box on Sparta Drive

- October 16: Installed weight restriction signs for Loomis Bridge
- October 21–23: Removed damaged sidewalk concrete and prepped sites for sidewalk installation
- October 20–23: Picked up debris and grindings from stump removal operations
- Ongoing: Weekly loose-leaf pickup and bagged yard waste collection occurred on:
 - October 15, 20–24, 27–31
 - November 3–4, 6, and 12

Parks, Facilities & Public Infrastructure

- October 15: Installed #24 mesh screening on the West and Southwest Water Tower vents
- October 16: Winterized all drinking fountains and splash pad
- October 16: Delivered final engineering plans for scanning/archiving
- October 16: Unloaded and staged the new vehicle lift at the Village Complex
- October 17, 24, 27, Nov 7: Routine parks maintenance
- October 17: Performed DDA area maintenance
- October 22: Cleaned accumulated grease from the Applewood Lift Station wet well

Water & Sewer System Projects

- October 21: Supported contractor with lead service line replacement involving a new main tap and rerouting of the service
- October 28–29, Nov 3, 6: Performed scheduled equipment maintenance on water/sewer system components

Planning & Capital Improvements

- October 15: Finalized and submitted the Capital Improvement Plan (CIP) to the Village Manager for review and long-term planning

Miss Dig & Utility Coordination

- A total of 112 Miss Dig tickets were cleared during this reporting period.

Fleet & Equipment Usage

The following operational hours reflect usage during seasonal fieldwork and maintenance support:

Equipment	Time Operated
Street Sweeper (Unit 40)	1 hrs, 37 minutes
Leaf Truck	9 hrs, 4 minutes
Vac-Con	15 hrs, 10 minutes



ACTION MEMO

Staff Communication

DATE: November 11, 2025
TO: Village President Whalen and Members of Council
Jim Lower, Village Manager
William Hunter, Director of Public Works
FROM: Conrad Bowman, Wastewater Superintendent
RE: Wastewater Treatment Plant - Update

Summary:

The following report is an overview of operations at the Village of Sparta WWTP

October 2025 Flow Data

Wastewater Treatment Plant flow:

- 14.347 M gallons treated for the month
- 0.561 M gallons maximum daily flow
- 0.463 M gallons per day average flow

Algoma Township flow:

- 833,710 gallons treated for the month
- 35,364 gallons maximum daily flow
- 26,894 gallons per day average flow

Significant Events/Emergency Callouts:

There were no violations for the month of October.

- We are continuing to write SOPs, perform preventive maintenance, and do housekeeping.
- We are continuing to update our laboratory QA/QC program. This has involved re-writing outdated approved methods and SOP's, running duplicates, spikes, reference samples, and inter-lab splits.
- We are continuing to update our laboratory chemical inventory and SDS program.
- Staff have been cross-training at the water plant and DPW garage.
- Continued cataloging our assets for an asset management program that will improve maintenance schedules.
- We are continuing to collect composite samples and run lab on Old Orchard.
- Working with Fleis and Vandenbrink and contractors on plant construction and scheduling.
- Submitted Biosolids PFAS Report for the polishing pond and Annual Biosolids DMR on 10/6.
- Trace Analytical Labs was onsite 10/8 for quarterly Hexavalent Chromium and Low Level Mercury sampling along with semi-annual WET testing.
- Submitted September Discharge Monitoring Report for the WWTP to EGLE on 10/8.
- We moved our Ferric Chloride feed to a point earlier in the treatment system to achieve better mixing and more efficient chemical usage. This was changed on 10/9.
- Old Orchard started doing camera work on their sewer system on 10/10 and 10/22.
- We started our quarterly Hexavalent Chromium sampling program on the collection system on 10/13.
- Submitted our Biosolids Annual Report to EGLE on 10/13.
- Submitted our final DMR-QA Study 45 results to EGLE on 10/20.
- Plummers Environmental cleaned out grease accumulation at Applewood lift station on 10/22.
- Part 41 Startup Notification was submitted to EGLE on 10/23.
- Ferric pump started leaking on 10/27. Replaced with a backup and rebuilt the existing pump for a spare.
- Armock was on site 10/28 to diagnose both make up air units not running correctly in the headworks building and chemical storage room.
- New progressive cavity pump from Liberty Process Equipment was installed and back up and running on 10/29.
- Continuing to diagnose filamentous bacteria problems causing poor settling.
- Continuing to work through and maintain plugging TRVs and gate valves throughout the plant.



Sparta Police Department

Andrew M. Milanowski

Chief of Police

260 W. Division - Sparta MI 49345 - Office (616) 887-8716 - Fax (616) 887-7681

MONTLY REPORT October, 2025

Crime Report Information:

The "Incident Description County Report" for October 2025 is attached.

Incidents of Interest:

Officer Jones investigated an incident involving the unlawful distribution of explicit materials. This is a unique case that involved gathering digital evidence and through search warrants as the incident occurred in cyberspace. After compiling the information, we successfully obtained an arrest warrant and were able to take the defendant into custody when he appeared on an unrelated court date in Montcalm County.

Sgt. Price has been performing follow-up regarding an obstructing police incident from the summer months that involved forensic analysis from the Michigan State Police Forensic Laboratory. A break in the case led to the development of a suspect and a search warrant being obtained for a DNA sample for further analysis. This case is an excellent example of the capabilities we have when we collaborate with other agencies.

Night patrols (Officers Sietsema and Wynbeek) have been very active with traffic enforcement and arresting intoxicated drivers.

Traffic:

The "Ticket Offense report" for October 2025 is attached.

Parking Citations for October:

One

Department Issues:

We have interviewed a candidate for a part-time police officer position. He was given a conditional offer of employment. Sgt Price will be working through required pre-employment steps.

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>911 HANG UP</i>					Count: 1
25-002509	10/24/2025	911 HANG UP		SIETSEMA, ETHAN	Closed
<i>ABANDONED VEHICLE</i>					Count: 2
25-000179	10/09/2025	ABANDONED VEHICLE		ALT, BROOKE L	Closed
25-002455	10/16/2025	ABANDONED VEHICLE		JONES, CALEB	Open
<i>AGITATED CUSTOMER</i>					Count: 1
25-002498	10/23/2025	AGITATED CUSTOMER		SOULES, CALEB HOWARD	Closed
<i>ALARM - DISREGARDED</i>					Count: 1
25-002367	10/02/2025	ALARM - DISREGARDED		JONES, CALEB	Closed
<i>APS REFERRAL</i>					Count: 1
25-002511	10/24/2025	APS REFERRAL		JONES, CALEB	Closed
<i>ASSIST MEDICAL</i>					Count: 1
25-002483	10/19/2025	ASSIST MEDICAL		SOULES, CALEB HOWARD	Turned Over
<i>ASSIST COUNTY ON WARRANT ARREST</i>					Count: 1
25-002411	10/09/2025	ASSIST COUNTY ON WARRANT ARREST		SOULES, CALEB HOWARD	Turned Over
<i>ASSIST CPS</i>					Count: 1
25-002502	10/23/2025	ASSIST CPS		KUSMIERSKI, TRAVIS	Closed
<i>ASSIST FIRE, AREA CHECK FOR VEH FIRE</i>					Count: 1
25-002504	10/23/2025	ASSIST FIRE, AREA CHECK FOR VEH FIRE		PRICE, DAVE	Closed
<i>ASSIST FIRE/BROADCAST</i>					Count: 1
25-002561	10/30/2025	ASSIST FIRE/BROADCAST		WYNBEEK, LEAH	Closed
<i>ASSIST KCSO</i>					Count: 2
25-002374	10/03/2025	ASSIST KCSO		SOULES, CALEB HOWARD	Turned Over
25-002438	10/13/2025	ASSIST KCSO		SIETSEMA, ETHAN	Closed
<i>ASSIST KCSO ON DOMESTIC ASSAULT</i>					Count: 1
25-002471	10/17/2025	ASSIST KCSO ON DOMESTIC ASSAULT		SIETSEMA, ETHAN	Closed
<i>ASSIST KCSO ON TRAFFIC CRASH</i>					Count: 1
25-002380	10/03/2025	ASSIST KCSO ON TRAFFIC CRASH		SIETSEMA, ETHAN	Closed
<i>ASSIST KCSO ON WELFARE CHECK</i>					Count: 1
25-002547	10/28/2025	ASSIST KCSO ON WELFARE CHECK		SOULES, CALEB HOWARD	Turned Over
<i>ASSIST KCSO- DOMESTIC ASSAULT</i>					Count: 1
25-002389	10/06/2025	ASSIST KCSO- DOMESTIC ASSAULT		SIETSEMA, ETHAN	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>ASSIST KENT COUNTY</i>					Count: 3
25-002402	10/07/2025	ASSIST KENT COUNTY		WYNBEEK, LEAH	Closed
25-002427	10/12/2025	ASSIST KENT COUNTY		WYNBEEK, LEAH	Closed
25-002524	10/25/2025	ASSIST KENT COUNTY		WYNBEEK, LEAH	Closed
<i>ASSIST MEDICAL</i>					Count: 1
25-002512	10/24/2025	ASSIST MEDICAL		JONES, CALEB	Closed
<i>ASSIST MSP</i>					Count: 2
25-002515	10/24/2025	ASSIST MSP		WYNBEEK, LEAH	Closed
25-002571	10/31/2025	ASSIST MSP		SIETSEMA, ETHAN	Closed
<i>ASSIST MSP ON T/S M37/12 MILE</i>					Count: 1
25-002424	10/11/2025	ASSIST MSP ON T/S M37/12 MILE		PRICE, DAVE	Open
<i>ASSIST MSP PIX</i>					Count: 1
25-002563	10/30/2025	ASSIST MSP PIX		WYNBEEK, LEAH	Closed
<i>ASSIST MSP UNK ACCIDENT</i>					Count: 1
25-002526	10/25/2025	ASSIST MSP UNK ACCIDENT		WYNBEEK, LEAH	Closed
<i>ASSIST WITH MOTORCYCLE RECOVERY</i>					Count: 1
25-002426	10/11/2025	ASSIST WITH MOTORCYCLE RECOVERY		KUSMIERSKI, TRAVIS	Closed
<i>ATTEMPT FRAUD</i>					Count: 1
25-002456	10/16/2025	ATTEMPT FRAUD		JONES, CALEB	Closed
<i>BROADCAST</i>					Count: 1
25-002567	10/31/2025	BROADCAST		WYNBEEK, LEAH	Closed
<i>BROADCAST / ROAD RAGE</i>					Count: 1
25-002564	10/31/2025	BROADCAST / ROAD RAGE		WYNBEEK, LEAH	Closed
<i>BROKEN CAR WINDOW</i>					Count: 1
25-002360	10/01/2025	BROKEN CAR WINDOW		SOULES, CALEB HOWARD	Closed
<i>BROKEN STREET SIGN</i>					Count: 1
25-002430	10/12/2025	BROKEN STREET SIGN		KUSMIERSKI, TRAVIS	Closed
<i>CAR VS DEER</i>					Count: 2
25-002473	10/18/2025	CAR VS DEER		SIETSEMA, ETHAN	Closed
25-002508	10/23/2025	CAR VS DEER		SIETSEMA, ETHAN	Closed
<i>CHECK FRAUD</i>					Count: 1
25-002541	10/27/2025	CHECK FRAUD		SOULES, CALEB HOWARD	Open
<i>CITATION</i>					Count: 1
25-002418	10/10/2025	CITATION		SIETSEMA, ETHAN	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>CIVIL ISSUE</i>					Count: 2
25-002375	10/03/2025	CIVIL ISSUE		SOULES, CALEB HOWARD	Closed
25-002460	10/17/2025	CIVIL ISSUE		SOULES, CALEB HOWARD	Closed
<i>CONFUSED ELDERLY MALE</i>					Count: 1
25-002549	10/28/2025	CONFUSED ELDERLY MALE		SOULES, CALEB HOWARD	Closed
<i>CRIMINAL HISTORY CHECKS</i>					Count: 10
25-000174	10/01/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000176	10/02/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000178	10/07/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000181	10/10/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000182	10/13/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000186	10/15/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000189	10/22/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000190	10/24/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000192	10/27/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
25-000194	10/31/2025	CRIMINAL HISTORY CHECKS		ALT, BROOKE L	Closed
<i>DEER</i>					Count: 1
25-002543	10/27/2025	DEER		SOULES, CALEB HOWARD	Closed
<i>DISORDERLY</i>					Count: 1
25-002506	10/23/2025	DISORDERLY		KUSMIERSKI, TRAVIS	Closed
<i>DOG BITE</i>					Count: 1
25-002507	10/23/2025	DOG BITE		SIETSEMA, ETHAN	Closed
<i>DOMESTIC SITUATION</i>					Count: 1
25-002390	10/05/2025	DOMESTIC SITUATION		SOULES, CALEB HOWARD	Closed
<i>DOWNED WIRE IN FLAMES</i>					Count: 1
25-002400	10/06/2025	DOWNED WIRE IN FLAMES		KUSMIERSKI, TRAVIS	Closed
<i>DROVE WHILE LICENSE REVOKED</i>					Count: 1
25-002458	10/16/2025	DROVE WHILE LICENSE REVOKED		WYNBEEK, LEAH	Cleared by Arrest
<i>FALSE ALARM</i>					Count: 1
25-002545	10/28/2025	FALSE ALARM		SIETSEMA, ETHAN	Closed
<i>FIGHT</i>					Count: 1
25-002534	10/26/2025	FIGHT		JONES, CALEB	Open
<i>FOUND ID</i>					Count: 1
25-002493	10/22/2025	FOUND ID		SOULES, CALEB HOWARD	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>FRAUD</i>					Count: 1
25-002439	10/13/2025	FRAUD		SIETSEMA, ETHAN	Closed
<i>FRAUD / ID THEFT</i>					Count: 1
25-002395	10/06/2025	FRAUD / ID THEFT		JONES, CALEB	Closed
<i>GAS DRIVE OFF</i>					Count: 1
25-002474	10/18/2025	GAS DRIVE OFF		SOULES, CALEB HOWARD	Closed
<i>HARASSMENT</i>					Count: 1
25-002469	10/17/2025	HARASSMENT		SIETSEMA, ETHAN	Closed
<i>HIT AND RUN</i>					Count: 1
25-002408	10/08/2025	HIT AND RUN		SIETSEMA, ETHAN	Closed
<i>HOUSE FIRE (NOT A HOUSE FIRE)</i>					Count: 1
25-002399	10/06/2025	HOUSE FIRE (NOT A HOUSE FIRE)		KUSMIERSKI, TRAVIS	Closed
<i>IDEATIONS OF SELF HARM</i>					Count: 1
25-002378	10/03/2025	IDEATIONS OF SELF HARM		SIETSEMA, ETHAN	Closed
<i>KIDS PLAYING AT PARK</i>					Count: 1
25-002407	10/08/2025	KIDS PLAYING AT PARK		SOULES, CALEB HOWARD	Closed
<i>LANDLORD / TENANT DISPUTE</i>					Count: 1
25-002392	10/05/2025	LANDLORD / TENANT DISPUTE		KUSMIERSKI, TRAVIS	Closed
<i>LOCAL RECORDS CHECK</i>					Count: 10
25-000175	10/02/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000177	10/07/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000180	10/10/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000183	10/14/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000184	10/14/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000185	10/15/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000187	10/22/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000188	10/22/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000191	10/27/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
25-000193	10/30/2025	LOCAL RECORDS CHECK		ALT, BROOKE L	Closed
<i>LOCK OUT</i>					Count: 1
25-002554	10/29/2025	LOCK OUT		JONES, CALEB	Closed
<i>LOCK OUT ASSIST</i>					Count: 1
25-002519	10/25/2025	LOCK OUT ASSIST		JONES, CALEB	Closed
<i>LOCKOUT</i>					Count: 3
25-002472	10/17/2025	LOCKOUT		SIETSEMA, ETHAN	Closed
25-002510	10/24/2025	LOCKOUT		JONES, CALEB	Closed
25-002544	10/27/2025	LOCKOUT		SIETSEMA, ETHAN	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>LOITERING</i>					Count: 1
25-002482	10/19/2025	LOITERING		SOULES, CALEB HOWARD	Closed
<i>LOITERING - UNFOUNDED</i>					Count: 1
25-002537	10/27/2025	LOITERING - UNFOUNDED		WYNBEEK, LEAH	Closed
<i>LOST DOG</i>					Count: 1
25-002497	10/23/2025	LOST DOG		SIETSEMA, ETHAN	Closed
<i>MDOP</i>					Count: 1
25-002368	10/02/2025	MDOP		JONES, CALEB	Turned Over
<i>MED 1 ECHO</i>					Count: 1
25-002446	10/14/2025	MED 1 ECHO		KUSMIERSKI, TRAVIS	Closed
<i>MENTAL HEALTH ORDER PICKUP</i>					Count: 1
25-002416	10/09/2025	MENTAL HEALTH ORDER PICKUP		KUSMIERSKI, TRAVIS	Closed
<i>MISSING CHILD</i>					Count: 1
25-002570	10/31/2025	MISSING CHILD		SIETSEMA, ETHAN	Closed
<i>MOTORIST ASSIST</i>					Count: 6
25-002434	10/13/2025	MOTORIST ASSIST		WYNBEEK, LEAH	Closed
25-002443	10/14/2025	MOTORIST ASSIST		KUSMIERSKI, TRAVIS	Closed
25-002521	10/25/2025	MOTORIST ASSIST		JONES, CALEB	Closed
25-002522	10/25/2025	MOTORIST ASSIST		JONES, CALEB	Closed
25-002533	10/26/2025	MOTORIST ASSIST		JONES, CALEB	Closed
25-002560	10/30/2025	MOTORIST ASSIST		JONES, CALEB	Closed
<i>MOTORIST ASSIST - CANCELED</i>					Count: 1
25-002457	10/16/2025	MOTORIST ASSIST - CANCELED		WYNBEEK, LEAH	Closed
<i>NOISE COMPLAINT</i>					Count: 2
25-002382	10/03/2025	NOISE COMPLAINT		SIETSEMA, ETHAN	Closed
25-002383	10/03/2025	NOISE COMPLAINT		SIETSEMA, ETHAN	Closed
<i>OPERATING WHILE INTOXICATED/ OPEN INTOX</i>					Count: 1
25-002448	10/15/2025	OPERATING WHILE INTOXICATED/ OPEN INTOX		SIETSEMA, ETHAN	Warrant Request- County
<i>PDA (NO DAMAGE)</i>					Count: 1
25-002447	10/14/2025	PDA (NO DAMAGE)		KUSMIERSKI, TRAVIS	Closed
<i>PEACE STANDBY</i>					Count: 4
25-002412	10/09/2025	PEACE STANDBY		SOULES, CALEB HOWARD	Closed
25-002467	10/17/2025	PEACE STANDBY		SOULES, CALEB HOWARD	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>PEACE STANDBY</i>					Count: 4
25-002468	10/17/2025	PEACE STANDBY		SOULES, CALEB HOWARD	Closed
25-002492	10/22/2025	PEACE STANDBY		SOULES, CALEB HOWARD	Closed
<i>PERSON BEING FOLLOWED</i>					Count: 1
25-002542	10/27/2025	PERSON BEING FOLLOWED		SOULES, CALEB HOWARD	Closed
<i>PI PDX</i>					Count: 1
25-002403	10/07/2025	PI PDX		WYNBEEK, LEAH	Closed
<i>PI PRIVATE PROPERTY</i>					Count: 1
25-002366	10/01/2025	PI PRIVATE PROPERTY		WYNBEEK, LEAH	Closed
<i>POSSIBLE LARCENY</i>					Count: 1
25-002413	10/09/2025	POSSIBLE LARCENY		SOULES, CALEB HOWARD	Closed
<i>PRIVATE PROPERTY ACCIDENT</i>					Count: 2
25-002436	10/13/2025	PRIVATE PROPERTY ACCIDENT		SOULES, CALEB HOWARD	Closed
25-002555	10/29/2025	PRIVATE PROPERTY ACCIDENT		KUSMIERSKI, TRAVIS	Closed
<i>PRIVATE PROPERTY HIT AND RUN</i>					Count: 1
25-002377	10/04/2025	PRIVATE PROPERTY HIT AND RUN		SOULES, CALEB HOWARD	Closed
<i>PROPERTY DAMAGE</i>					Count: 1
25-002525	10/25/2025	PROPERTY DAMAGE		WYNBEEK, LEAH	Closed
<i>PUT DEER DOWN</i>					Count: 1
25-002532	10/26/2025	PUT DEER DOWN		JONES, CALEB	Closed
<i>RECKLESS DRIVING</i>					Count: 1
25-002495	10/22/2025	RECKLESS DRIVING		SIETSEMA, ETHAN	Closed
<i>REPORT OF DOMESTIC</i>					Count: 1
25-002437	10/14/2025	REPORT OF DOMESTIC		SOULES, CALEB HOWARD	Closed
<i>RETAIL FRAUD</i>					Count: 1
25-002513	10/24/2025	RETAIL FRAUD		KUSMIERSKI, TRAVIS	Closed
<i>ROAD RAGE INCIDENT</i>					Count: 2
25-002391	10/05/2025	ROAD RAGE INCIDENT		KUSMIERSKI, TRAVIS	Closed
25-002397	10/06/2025	ROAD RAGE INCIDENT		KUSMIERSKI, TRAVIS	Closed
<i>SMOKING CAR</i>					Count: 1
25-002559	10/30/2025	SMOKING CAR		JONES, CALEB	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>SOUNDS OF A DOMESTIC</i>					Count: 1
25-002452	10/16/2025	SOUNDS OF A DOMESTIC		WYNBEEK, LEAH	Closed
<i>SUBPOENA SERVICE</i>					Count: 1
25-002414	10/09/2025	SUBPOENA SERVICE		SOULES, CALEB HOWARD	Closed
<i>SUSPICIOUS</i>					Count: 1
25-002478	10/18/2025	SUSPICIOUS		SOULES, CALEB HOWARD	Closed
<i>SUSPICIOUS SITUATION</i>					Count: 2
25-002480	10/18/2025	SUSPICIOUS SITUATION		SIETSEMA, ETHAN	Closed
25-002481	10/18/2025	SUSPICIOUS SITUATION		SIETSEMA, ETHAN	Closed
<i>SUSPICIOUS SITUATION/911 HANG UP</i>					Count: 1
25-002385	10/04/2025	SUSPICIOUS SITUATION/911 HANG UP		SIETSEMA, ETHAN	Closed
<i>THREATS OF SUICIDE</i>					Count: 1
25-002466	10/17/2025	THREATS OF SUICIDE		SOULES, CALEB HOWARD	Closed
<i>UNFOUDNED ALARM</i>					Count: 1
25-002359	10/01/2025	UNFOUDNED ALARM		SOULES, CALEB HOWARD	Closed
<i>UNFOUNDED ALARM</i>					Count: 3
25-002401	10/07/2025	UNFOUNDED ALARM		JONES, CALEB	Closed
25-002454	10/16/2025	UNFOUNDED ALARM		JONES, CALEB	Closed
25-002546	10/28/2025	UNFOUNDED ALARM		SOULES, CALEB HOWARD	Closed
<i>UNFOUNDED IPHONE CRASH ALERT</i>					Count: 1
25-002428	10/12/2025	UNFOUNDED IPHONE CRASH ALERT		WYNBEEK, LEAH	Closed
<i>UNKNOWN ACCIDENT</i>					Count: 1
25-002361	10/01/2025	UNKNOWN ACCIDENT		KUSMIERSKI, TRAVIS	Closed
<i>VCSA/SUSPICIOUS SITUATION</i>					Count: 1
25-002379	10/03/2025	VCSA/SUSPICIOUS SITUATION		SIETSEMA, ETHAN	Closed
<i>VEHICLE LOCKOUT</i>					Count: 1
25-002425	10/11/2025	VEHICLE LOCKOUT		KUSMIERSKI, TRAVIS	Closed
<i>VERBAL DOMESTIC</i>					Count: 2
25-002450	10/15/2025	VERBAL DOMESTIC		WYNBEEK, LEAH	Closed
25-002486	10/21/2025	VERBAL DOMESTIC		JONES, CALEB	Closed
<i>VERBAL DOMSTIC</i>					Count: 1
25-002572	10/31/2025	VERBAL DOMSTIC		SIETSEMA, ETHAN	Closed
<i>VIN CHECK</i>					Count: 1
25-002419	10/10/2025	VIN CHECK		JONES, CALEB	Closed

Incident Description Count Report

Report Criteria:

Start Date	End Date	Status
10/01/2025	10/31/2025	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>WARRANT ARREST</i>					Count: 2
25-002421	10/10/2025	WARRANT ARREST		WYNBEEK, LEAH	Cleared by Arrest
25-002565	10/31/2025	WARRANT ARREST		WYNBEEK, LEAH	Closed
<i>WARRANT ARREST - FELONY WARRANT</i>					Count: 1
25-002386	10/04/2025	WARRANT ARREST - FELONY WARRANT		SOULES, CALEB HOWARD	Cleared by Arrest
<i>WARRANT ARREST 25-2092</i>					Count: 1
25-002485	10/21/2025	WARRANT ARREST 25-2092		JONES, CALEB	Closed
<i>WELFARE CHECK</i>					Count: 2
25-002479	10/18/2025	WELFARE CHECK		SIETSEMA, ETHAN	Closed
25-002527	10/26/2025	WELFARE CHECK		WYNBEEK, LEAH	Closed
<i>WRONG WAY DRIVER</i>					Count: 1
25-002398	10/06/2025	WRONG WAY DRIVER		KUSMIERSKI, TRAVIS	Closed
					Total: 145

Ticket Offense Report

Report Criteria:

Start Date	End Date	Start Offense	End Offense
10/01/2025	10/31/2025		Y

Ticket	Issued Date	Ticket Type	Location	Officer	Count:	
--					Count:	1
44487	10/03/2025	Civil Infraction	S STATE/E GARDNER	SIETSEMA,ETHAN		
257.255 -- Expired Registration Plate					Count:	1
44422	10/16/2025	Misdemeanor	S UNION/ E GARDNER	WYNBEEK,LEAH		
257.611 -- Use Private/Public Property to avoid Traffic Control Device					Count:	1
44492	10/29/2025	Civil Infraction	N STATE/ALMA	SIETSEMA,ETHAN		
257.612 -- Disregarded Stop and Go Light					Count:	3
44420	10/12/2025	Civil Infraction	N STATE/DIVISION	WYNBEEK,LEAH		
44421	10/16/2025	Civil Infraction	W DIVISION/STATE	WYNBEEK,LEAH		
44423	10/22/2025	Civil Infraction	E DIVISION/STATE	WYNBEEK,LEAH		
257.614 -- Disregarded Red Flashing Stop and Go Light					Count:	1
44419	10/11/2025	Civil Infraction	DIVISION/STATE	WYNBEEK,LEAH		
257.617A -- Fail to Stop and ID at PI Accident (Suspend License)					Count:	1
44489	10/08/2025	Misdemeanor	434 S STATE ST	SIETSEMA,ETHAN		
257.628 -- Exceeded Posted Speed					Count:	4
44488	10/05/2025	Civil Infraction	M37/ 13 MILE	SIETSEMA,ETHAN		
44490	10/10/2025	Civil Infraction	M-37	SIETSEMA,ETHAN		
43638	10/26/2025	Warning	M37/ 13 MILE	JONES,CALEB		
44491	10/28/2025	Civil Infraction	M37/ 13 MILE	SIETSEMA,ETHAN		
257.649 -- Fail to Yield					Count:	1
44489	10/08/2025	Misdemeanor	434 S STATE ST	SIETSEMA,ETHAN		
257.904 -- Drove While License Suspended/Denied/Revoked					Count:	1
44422	10/16/2025	Misdemeanor	S UNION/ E GARDNER	WYNBEEK,LEAH		
					Total:	14