

**VILLAGE OF SPARTA**  
Kent County, Michigan  
**Special Village Council Meeting**  
**Monday, January 16, 2023 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. *None.*

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. Discussion and Appointment to fill vacant Village Council position.
  - b. Discussion of Historical Commission's Request to use the Civic Center.
10. **Public Comment**
11. **Council Member Announcements**
12. **Adjournment**



**MEMORANDUM**

Date: January 13, 2023  
To: President and Village Council  
From: Blaine Wing, Interim Village Manager  
Subject: Discussion and Appointment to fill vacant Village Council position

---

**Issue:** At the conclusion of 2022, Council member Gale Taylor submitted his resignation for health reasons.

**Analysis:** The Village staff have advertised to fill the vacant Village Council position on the Village's website and it was announced during the Council's meeting on January 9, 2023. All letters and/or emails, noting interest are due on Friday, January 13, 2023 by 5:00 p.m. Those will be copied and shared with the Village Council at the Special meeting on Monday, January 16<sup>th</sup>.

**Recommendation:**

Staff recommends that Village Council ask all of the applicants to publicly explain why they want to be appointed to fill the vacant position and any other questions that might be helpful.



**MEMORANDUM**

Date: January 13, 2023  
To: President and Village Council  
From: Blaine Wing, Interim Village Manager  
Subject: Discussion on Historical Commission request to use the Civic Center

---

**Issue:** The Historical Commission on January 9<sup>th</sup> formally requested to use the Civic Center.

**Analysis:** The Village staff have reviewed the portion of Civic Center that the Historical Commission would like to use. It is a small section of the building and staff are fine with the Historical Commission using the space. If any Council member would like to see the space, please let Interim Village Manager know and a time will be arranged prior to Monday's meeting.

**Recommendation:**

Staff recommends that Village Council provide direction, but authorize the Interim Village Manager to negotiate and agreement with the Historical Commission to use the requested portion of the Civic Center building. As there may be questions about the length of time for the use agreement, staff recommends a one (1) year initial term, with the ability for annual extensions. This will allow future staff and Village Councils to ensure any requirements have been met by the Historical Commission. Staff further recommends accepting the Historical Commission's offer and include it in the agreement that they will have the space open for a minimum of two (2) days per week; however, staff recommends with exceptions for weeks with federally recognized holidays or with written permission from the Village Manager.