VILLAGE OF SPARTA

COUNCIL BUSINESS SESSION OF MAY 14, 2018 7:00 PM

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

1-2. The meeting was called to order by President Pro-Tem Robert Whalen at 7:00 pm followed by the Pledge of Allegiance.

3. Roll Call: Council persons Christine Robinson, Gale Taylor, Robert Whalen, Brenda Braybrook, Ryan Hayes, Betty VanPatten. Absent President Kristi Dougan.

Also Present: Village Manager Julius Suchy, Finance Director Sharon DeLange, Police Chief Andrew Milanowski, Wastewater Supervisor Gary Nestle, DPW Supervisor Dennis Brinks, Village Engineer Kevin Koster from Prein & Newhof and Village Attorney Ken Lane.

4. Additions or corrections to Business and Consent Agendas:

Additions to New Business: Add Item m. Award Police Record Management System bid to TIMS. Move item f. under Business and Consent Agenda to New Business Item n.

Consent Agenda:

a. Approve Regular Village Council Meeting Minutes of April 9, 201

b. Accept Regular Fire Board Minutes of April 19, 2018

c. Accept DDA Meeting Minutes of April 10, 2018

d. Accept Planning Commission Meeting Minutes of April 17, 2018

e. Resolution #18-12: A Resolution Authorizing the Sale of 102 Martindale Street

f. Town & Country Day Fireworks Permit Approval for July 21, 2018 with July 22,

2018 held for the inclement weather date

5. Approval of Consent AND Business Agendas:

Moved by Taylor, supported by Braybrook, to approve Business and Consent Agendas. Motion carried 6-0.

6. Public Comment for Agenda Items:

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

7. Public Hearing –

a. Application from Celia Corporation to consider an Industrial Facilities Exemption

Certification for new facilities in the amount of $1,650,000

Public Hearing opened at 7:02 PM.

Manager Suchy stated that the Village needed to have this public hearing again

because the previous public hearing notices were not mailed out properly to our

taxing authorities.

Public Hearing closed at 7:03 PM.

8. Old Business - None

9. New Business:

a. Redevelopment Ready Communities Presentation.

Pablo Majano gave a presentation on The Village’s participation in the

Redevelopment Ready Communities Program. See enclosed report.

b. Resolution #18-10: A Resolution Approving the Application of Celia Corporation for

an Industrial Facilities Tax Exemption for new facilities in the Amount of $1,650,000.

Moved by Robinson, second by VanPatten to adopt Resolution #18-10.

Motion carried 6-0.

c. Consider Approval of Property Tax Abatement Agreement with Celia Corporation for

an Industrial Facilities Exemption Certificate.

Moved by Braybrook, second by Robinson to Approve Property Tax Abatement

Agreement with Celia Corporation for an Industrial Facilities Exemption Certificate.

Motion carried 6-0.

d. Award WWTP Phase 1 Electrical & Process Improvements (MCC-1) Project to

Shoreline Power Services for an amount not to exceed $132,838.75.

Moved by VanPatten, second by Robinson to award WWTP Phase 1 Electrical &

Process Improvements (MMC-1) Project to Shoreline Power Services for an amount

not to exceed $132,838.75.

Motion carried 6-0.

e. Award Generator Maintenance Bid to Wolverine for an amount not to exceed

$19,100.

Moved by Hayes, second by Braybrook to award Generator Maintenance Bid to

Wolverine for an amount not to exceed $19,100 and have staff continue to review

alternatives vendors if feasible. Motion carried 6-0.

f. Award Gateway Entrance Signage Project to Universal Sign Systems.

Moved by Hayes, second by Robinson to award Gateway Entrance Signage Project

to Universal Sign Systems. Motion carried 6-0.

g. Consider Recommendation from Planning Commission to Approve Ordinance #18-

03 – An Ordinance to Amend the Sparta Village Code of Ordinances Section 82-

314 Light Industrial Site Development Requirements in the Village of Sparta.

Moved by Braybrook, second by Robinson to adopt Ordinance #18-03.

Motion carried 6-0.

h. Recommendation for Amendments to Joint Fire Agreement from Fire Board

Subcommittee.

Councilmember Whalen stated that the township attorney is reviewing the

agreement. Moved by VanPatten, second by Robinson to direct Village Staff to

complete a full review with our attorney. Motion carried 6-0.

i. Hickory/Martindale Sidewalk Estimate – Kevin Koster, Prein & Newhof

Village Engineer Kevin Koster presented to the Council an estimate for Sidewalk

Addition to Martindale Project. His estimate was $60,531.25.

Moved by Taylor, second by Robinson not to extend the 5’ wide sidewalk on the

south side of Hickory and new 5’ wide sidewalk on the west side of

Martindale down to Gardner. Motion carried 6-0.

j. Schedule Work Session to Discuss Unfunded Liabilities.

The Village Council Discussion on Unfunded Liabilities will be scheduled for

Wednesday, May 30, 2018 at 7:00 p.m.

k. Village Manager Annual Review Discussion.

Village Manager Suchy annual review will be coming up in June. He was

wondering how the council wanted to proceed with it. The council would like to

perform a verbal review during the June council meeting.

l. Kent County Tax Foreclosure First Right of Refusal for 88 Centennial Ave.

The Village has the first right of refusal for tax foreclosed properties. The Village

has not public use for 88 Centennial so staff would recommend not purchasing

the property.

Moved by VanPatten, second by Hayes to authorize Village Manager to contact

Kent County and inform them the Village is not interested in purchasing the real

property located at 88 Centennial Avenue through tax sale. Motion carried 6-0.

m. Need to Switch Records Management System (RMS) to New Vendor.

Police Chief Milanowski informed the council that we will no longer be able to

send crime data through our current RMS. We will need to switch to another

vendor and he would like to go with TIMS system which is through CORE

technologies. CORE/TIMS is well-known and widely used system throughout Kent

County and surrounding area departments. TIMS also connects with other

agencies in the area as well as the Prosecutor’s office, which makes viewing

reports much easier and efficient. The total for switching is $12,575.00.

Moved by Taylor, second by VanPatten to authorize Chief Milanowski to purchase

TIMS system. Motion carried 6-0.

n. Town & Country Day Fireworks Permit Approval for July 21, 2018 with July 22,

2018 held for the inclement weather date.

Moved by VanPatten, second by Hayes to approve 2018 Town & Country Days

Fireworks Permit for July 21, 2018 with July 22, 2018 as the inclement weather

date. Motion carried 5-0-1 with Robert Whalen abstain.

10. Committee Reports:

Airport Report – Trees -The two easements along Alpine are still in negotiation w/Land

Matters.

On Division Airport Manager Johnston is calling on loggers and sawyers to scope the

site for marketable trees to harvest. He has called Randy Coller, MDOT inspector to

see when he can come out to rescope the east approach to verify if the 30-40 trees we

cut have been on target.

DPW Report – Had another request from the MDOT Rail Division to gather more ADT

traffic counts, but they made a mistake. We just did that last year and it’s due every

three years. Councilmember Whalen would like Supervisor Brinks to contact the

railroad about trains that are running for long periods in town,

11. Village Manager Report

The Village was looking to replace a DPW truck that is in the 2018 budget. We will be

purchasing a red truck.

12. Communications –

a. Valve Replacement Project Report – Infrastructure Alternatives

b. Letter from Sue Blackall regarding Project Progress and Upcoming Projects

c. Memo from Dennis Brinks, DPW Supervisor on 2018 Spring Cleanup Cost

13. Payment of Bills:

Approval of Accounts Payable and Fund Transfers.

Moved by VanPatten, supported by Braybrook, to approve Accounts Payable and Fund Transfers. Motion carried 6-0.

14. Public Comment - None

15. Executive Session

a. To review written legal opinion

Moved by Robinson, supported by VanPatten to go into an Executive Session to

review written legal opinion at 8:55 p.m. Motion carried 6-0.

Moved by VanPatten, supported by Braybrook to return to regular session 9:28 p.m.

Motion carried 6-0.

Moved by Taylor, second by VanPatten to have our Village Attorney Ken Lane file

paperwork to sue Kent County if an agreement has not been reach by Friday, May 18,

2018. Motion carried 6-0.

16. Council Member Announcements - None

17. Adjournment

The meeting was adjourned by (Pro-Tem President Whalen) at 9:31 p.m. by executive privilege.

Pam Buchanan

Sparta Village Clerk