

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday January 11, 2010<sup>(Yikes!)</sup> 7:00 P.M.  
City Hall 8083 Civic Drive, Swartz Creek Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
  - 4A. Regular Council Meeting of December 14, 2009 MOTION Pg. 8,15-20
5. **APPROVE AGENDA**
  - 5A. Proposed / Amended Agenda MOTION Pg. 8
6. **REPORTS & COMMUNICATIONS:**
  - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg.2-7
  - 6B. Monthly [DPW Report](#), [Check Ledger](#), [Fire Report](#) Pg. 21,32,37
  - 6C. DDA Meeting Packet CD
  - 6D. WWS Mandates, SUO-IPP (Agenda Item) Pg. 67-68
  - 6E. Ordinance #406, Industrial Pre-Treatment-Sewer Use (Agenda Item) CD
  - 6F. WWS Proposed Inter-Government Jurisdictional Agreement (Agenda Item) CD
  - 6G. 2011-2014 TIP Project Schedule (Agenda Item) Pg. 69-74
  - 6H. Morrish Road North Project, Phase I MDOT Bid Returns (Agenda Item) Pg. 75
  - 6I. Morrish Road North Project, Revenue-Expense Projections (Agenda Item) Pg. 76
  - 6J. Property Sale, 5129 Morrish Road (Agenda Item) Pg. 77-95
  - 6K. WWS Debt Commitment, Western Trunk Extension (Agenda Item) Pg. 96-98
  - 6L. Boards & Commissions, Appointment Guide (Agenda Item) Pg. 99-103
  - 6M. WWS 2009-2010 FY Budget Pg. 104-115
  - 6N. 2009 Promoting Communities Award Pg. 116-123
  - 6O. Legislative Updates Pg. 124-129
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Adopt Sewer Use Ordinance #406, Industrial Pre Treatment Program RESO. Pg. 9,67-68,CD
  - 8B. Designation of Authority, Industrial Pre Treatment Sewer Program RESO. Pg. 9,67-68,CD
  - 8C. 2011-2014 TIP Project Commitment & Morrish North Meijer's Project RESO. Pg. 11,69-76
  - 8D. Property Sale, 5129 Morrish Road RESO. Pg. 12,77-95
  - 8E. Bond Debt Obligation Commitment, Western Trunk RESO. Pg. 12,96-98
  - 8F. Appointment, Boards & Commissions, LOCC, Tommy Butler RESO. Pg. 13,99-103
  - 8G. Appointment, Boards & Commissions, Planning Comm, Dave Hurt RESO. Pg. 13,99-103
  - 8H. Appointment, Boards & Commissions, DDA, Paul Bueche RESO. Pg. 14,99-104
  - 8I. Appointment, Boards & Commissions, DDA, Ernie Eckerdt RESO. Pg. 14,99-104
9. **MEETING OPENED TO THE PUBLIC:**
  - 9A. General Public Comments
10. **REMARKS BY COUNCILMEMBER'S:**
11. **ADJOURNMENT:**

**City of Swartz Creek  
CITY MANAGER'S REPORT**

**Regular Council Meeting of Monday January 11, 2010 7:00 P.M.**

**TO: Honorable Mayor, Mayor Pro-Tem & Council Members**  
**FROM: PAUL BUECHE // City Manager**  
**DATE: 8-January-2010**

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**OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

✓ **2009-2010 FISCAL BUDGET** (*Status*)

Schedule:

June 22 <sup>nd</sup> :	Adopt Budget (Draft #1), Truth in Taxation Hearing ( <i>If Needed</i> ), Set Levy, Set 2009-2010 Meeting Schedule, Year End Fiscal Adjustments
June 30 <sup>th</sup> :	Fiscal Year End
July 27 <sup>th</sup> :	Discussion, Proposed Amended Budget
September 14 <sup>th</sup> :	Approve Amended Budget (Audit Field Work is Underway)
November 9 <sup>th</sup> :	Audit Report
December 7 <sup>th</sup> :	Review First Quarter Standings
January:	Review Half-Year Standings

✓ **MTT APPEALS, GM BANKRUPTCY** (*Status*)

As you recall, in addition to the bankruptcy in U.S. District Court in New York, GM has filed two petitions with the Michigan Tax Tribunal requesting 80% reductions in taxable values, from \$48.11 million to \$9.62 million and \$1.15 million to \$231,000. It appears, from media articles that the bankruptcy has been resolved, insofar as this plant is concerned, but the MTT Appeal continues. GM appeals exposure at 80% shows the loss to both real and personal property in General Fund revenues to be \$209,037. Loss to the Garbage Fund is \$68,970. The maximum exposure on loss General Fund revenues, inclusive of all appeals is \$244,371. Total potential loss to the Garbage Fund is \$80,930.

In discussion with Mr. Figura, he believes it would be beneficial to stir this issue a bit via GM's retained legal Council. He is very familiar with the firm and has contacted them. They have asked for documents which have been forwarded. With a bit of luck, we may see some movement towards a resolution into the New Year.

✓ **FEES, RATES, SERVICE CHARGES** (*Status*)

Pending enactment of the water ordinance, scheduled for the meeting of January 25<sup>th</sup>.

✓ **WWS INTERGOVERNMENTAL JURISDICTION SEWER ORDINANCE** (*Resolutions*)

Included with tonight's packet is a mandate letter from WWS giving the City deadlines and consequences on the passing of the county-proposed sewer use ordinance *and*

inter-jurisdiction agreement. We have had much conversation on this matter. Clearly, we need to meet the MI-DEQ requirements that the ordinance covers, however, the ordinance is so encompassing that it sets a base wherein the County *could* establish full control over all our building, development, growth, rate structures, maintenance costs, debt, fines, penalties, extension of service to non-residents, and the list goes on. The “forever” agreement that requires us to pass any and all ordinances proposed by the County, render endless possibilities of what might be required in the future. I took a look at a number of IPP ordinances, most in the Detroit area. Interestingly, the Detroit Water and Sewerage Department (DWSD) operate one of the largest sewer authorities in the country. They provide sewer capacity for many communities in southeast Michigan serving a population ten times or more than that of Genesee WWS. Similar to Genesee WWS, DWSD’s IPP Discharge Control Plan includes a designation of authority agreement for enforcement and a base ordinance. The stark difference is that the agreement has termination clauses and the ordinances adopted by the communities deal only with IPP concerns and enforcement. At any rate, we have little choice but to pass the ordinance. In conference with Mr. Figura’s office, he agrees with our position that the ordinance and “forever” all encompassing agreement seem excessive and go well beyond the enforcement designation of a “Public Owned Treatment Works” (POTW). The County is adamant and is of the position that we have no choice but to pass the ordinance and the agreement as they have presented. They have been unwilling to consider any alternatives and in fact, they oppose the current draft of the ordinance that’s before the Council tonight. The only changes we made to the draft is the numbering format so as to remain consistent with our ordinances and codification and the addition at the end of the ordinance of unrelated matters that pertain to us, again, for continuity, consistency and codification. The recommendation, for now anyway, is the passing of the ordinance, as drafted by the County, and a resolution that designates the County WWS as the POTW and enforcement agent for the City. I’ve also included the Inter-Jurisdictional Agreement with tonight’s packet for either reference, or enactment, if the Council desires to go this route. Mr. Delzer will be present at tonight’s meeting to address any legal issues that arise. He has been on the ground floor of this issue since its inception. A copy of the ordinance is included as an additional file on your CD, but was not printed due to its length. I have invited the County WWS to send a representative or their attorney, if they so desire.

- ✓ **PERSONNEL POLICIES & PROCEDURES** (*Status*)  
I had hopes of completing this during the holidays, but got sidetracked on other issues. I’ll try and complete it in the near future
- ✓ **DISASTER, EMERGENCY RESPONSE POLICY COMMITTEE** (*Status*)  
As above, I have similar hopes on this project.
- ✓ **VETERANS MEMORIAL** (*Status*)  
Originally, the Veterans Committee elected to return the memorial back to the City. The problem is they also desired to continue to collect and make decisions on spending funds. To do both would present significant problems. The pivot reason seems to be insurance for the structures within the memorial. Our insurance carrier has added the park to our policy. Mr. Figura is in the process of drafting a new agreement.
- ✓ **MAJOR STREET FUND, TRAFFIC IMPROVEMENTS** (*See Individual Category*)
  - ☐ **2011-2014 T.I.P. APPLICATION** (*Resolution*)

The 2011-2014 TIP schedules are in and we have three projects that are solidly funded and two in the queue. The funded projects are Miller between Elms and Tallmadge, Bristol from Miller 600 feet west (excluding the cuts in front of GM-SPO, and a section of the trail system running from the back of Elms Park to the proposed Heritage Park (along the west lot lines of GM-SPO). The unfunded queue projects are Miller between Tallmadge and Dye, and Miller between Seymour and Elms. The good news is inclusive of the queue projects, this will take care of all our major street repairs for a while. The bad news is, under the new funding formulas, we do not have enough money for the local match portions. Generally speaking, the construction costs are funded with grant money at around 75%. We are responsible for the 25% construction match along with all the design and construction engineering costs. Construction for the trail-way project is only funded at 57%, the City being responsible for design and construction engineering. I have a couple of tables below that shows cost projections for the corresponding projects. We are working on Act 51 revenue projections for a five year cost comparative of revenue vs. expense. For tonight, we need a resolution of general acceptance for the funded projects along with the anticipated year that we would like for construction. I recommend we accept all the funded projects. We can drop any that we later feel we cannot fund (*shhh... don't tell anyone*). I have a resolution to this effect with tonight's program.

**TABLE #1 2011-2014 TIP, ALL PROJECTS, FUNDED & QUEUE**

Project	Year	Grant	City Match	P.E.	C.E.	Total
Miller Between Elms & Tallmadge	2011	\$338,997	\$85,749	\$28,000	\$45,000	\$497,746
Bristol Road @ GM-SPO	2013	\$54,912	\$13,728	\$8,000	\$16,000	\$92,640
Trail, Elms Park to Heritage	2013	\$296,000	\$221,000	\$25,000	\$45,000	\$587,000
Miller Between Tallmadge & Dye	Unfunded	\$951,602	\$237,901	\$76,000	\$120,000	\$1,385,503
Miller Between Seymour & Elms	Unfunded	\$1,635,357	\$408,839	\$100,000	\$160,000	\$2,304,196
<b>City Funded Totals</b>	-	-	<b>\$967,217</b>	<b>\$237,000</b>	<b>\$386,000</b>	<b>\$1,590,217</b>

**TABLE #2 2011-2014 TIP, PROJECTS FUNDED**

Project	Year	Grant	City Match	P.E.	C.E.	Total
Miller Between Elms & Tallmadge	2011	\$338,997	\$85,749	\$28,000	\$45,000	\$497,746
Bristol Road @ GM-SPO West Drive	2013	\$54,912	\$13,728	\$8,000	\$16,000	\$92,640
Trail, Elms Park to Heritage	2013	\$296,000	\$221,000	\$25,000	\$45,000	\$587,000
<b>City Funded Totals</b>	-	-	<b>\$320,477</b>	<b>\$61,000</b>	<b>\$106,000</b>	<b>\$487,477</b>

**TABLE #3 2011-2014 TIP, LIKELY PROJECTS FUNDED**

Project	Year	Grant	City Match	P.E.	C.E.	Total
Miller Between Elms & Tallmadge	2011	\$338,997	\$85,749	\$28,000	\$45,000	\$497,746
Bristol Road @ GM-SPO West Drive	2013	\$54,912	\$13,728	\$8,000	\$16,000	\$92,640
<b>City Funded Totals</b>	-	-	<b>\$99,477</b>	<b>\$36,000</b>	<b>\$61,000</b>	<b>\$196,477</b>

- ❑ **TRAIL SYSTEM** (*Resolution*)  
Addressed above.
- ❑ **MORRISH ROAD NORTH CONSTRUCTION PROJECT - MEIJER'S** (*Discussion*)  
As the Council is aware, we split this project into two parts, one being the reconstruction of Morrish between I-69 and the south right-of-way along Bristol (our jurisdiction), and the second part being the intersection of Bristol and Morrish, inclusive of the approach legs going north, east and west (County Road Commission jurisdiction). The \$368k of FHA funds will apply only to our jurisdiction part. We continue to work with the Road Commission to resolve design issues for the Bristol – Morrish Phase II. Phase I bid returns came in to MDOT on the 8<sup>th</sup>. 23 bids were received ranging from \$1,108,954 to \$1,471,289. The low bidder is a local company, Zito Construction. Included with tonight's packet is best case – worst case projections as well as preliminary postings on bid returns from the MDOT site. Adam will address the Council on this project in conjunction with the 2011-2014 TIP discussion and subsequent resolutions.
- ❑ **MORRISH ROAD SOUTH CONSTRUCTION PROJECT** (*Status*)  
Pending final reconciliation of construction engineering fees.
- ✓ **LOCAL STREET FUND, TRAFFIC IMPROVEMENTS**
  - ❑ **2008 REPAIR ROSTER** (*Status*)  
The original plans were to repair a block or two, or preserve a handful of streets from deteriorating to complete re-constructs. Given our fiscal issues, I recommend we go no further until we have an all encompassing plan. The local street monies may have a place in an overall plan.
- ✓ **SEWER REHABILITATION PROJECT, I&I, PENALTIES** (*Status*)  
Phase III was approved at the December 7 Council Meeting. I'll keep the Council informed on progress.
- ✓ **SR. CENTER, LEVY, BUILDING & FUTURE FUNDING PLAN** (*Status*)  
The Center construction is about a month behind. Projected completion is slated for some time in this month.
- ✓ **LABOR CONTRACTS** (*Status*)  
All that's left here are my contract and some type of employment agreement with Mr. Kehoe. From a financial standpoint, neither of these will change. As we have discussed in the past, I am preparing a report of highs and lows on my contract and will have the matter back after the New Year.
- ✓ **MARATHON STATION BLIGHT & NON-CONFORMING USE** (*Status*)  
We may have an open door. The taxes on this property have been delinquent since 2006. The property is scheduled to go to seizure in March 2010. If it does, we may be able to purchase it for back taxes (about \$25k). We would be bidding against the bank, if they show. If they do, we may be able to reach some sort of agreement with them to have the building razed. We'll continue to watch it.
- ✓ **COUNTY E.M.S. ORDINANCE, AMBULANCE SERVICE** (*Status*)  
Pending.

- ✓ **SALE OF CITY PROPERTY 5129 MORRISH ROAD** (*Resolution*)  
As we have discussed, there has been a significant change in this project. We contacted the awardee, Mr. John Green representing Diane Green Photography Studio. He advised us that due to personal reasons, he is unable to proceed with the project. I have a resolution that rescinds the award. As to the future of the building the City owns, we will be back with a recommendation in the near future. Most likely we'll bid the demo of this building along with the house we own on Morrish Road, see what the costs are, and bring the whole thing back for a decision.
- ✓ **WWS STORM WATER ORDINANCE** (*Status*)  
We are looking at this and will be back in the future with a recommendation.
- ✓ **2009 MASTER PLAN REVIEW** (*Status*)  
Pending distribution and comment waiting period.
- ✓ **SWARTZ AMBULANCE AGREEMENT** (*Status*)  
This agreement needs to be reviewed along with the agreement we have with Woodside Builders on the rental of the house. As you recall, we agreed to a credit – debit arrangement between money owed to the City by Woodside's for a storm sewer installed with the Bristol Road Project, in exchange for no General Fund payments for rental of the house. This move would allow us to keep Swartz Ambulance in the house for another year and a half without the General Fund expense. Woodside's has agreed to this arrangement and we have stopped the lease payments. We do need to catch up the paperwork though. I have drafts and have set appointments later this week to meet with the principals.
- ✓ **MDOT PARK & RIDE** (*Status*)  
We have two designs, one is for High Pressure Sodium Lights (\$10,500); the other is LED Lights (\$20,240). In review, if we can get the entire amount funded by MDOT, staff recommends the LED. Although the technology is "cutting edge new", operational and maintenance costs for this type of lighting are significantly cheaper (as you recall, we are paying the electricity and maintenance on these lights). These designs include buried electrical lines and four foot concrete bases. The only cost we do not know here is what Consumer's Energy will charge for an electrical service drop. It could be expensive. We have the design into MDOT for review and a request into Consumer's for cost opinions.
- ✓ **KAREGNONDI WATER AUTHORITY** (*Status*)  
Nothing new.
- ✓ **REWARDS FOR RECYCLING PROGRAM** (*Status*)  
We are taking a closer look at this program. We'll be back in the near future for some more conversation.
- ✓ **GO GREEN GRANT OPPORTUNITY** (*Status*)  
We've submitted a grant to the MI-DLEG. It should take a month or so to see if we qualified.



## **NEW BUSINESS / PROJECTED ISSUES & PROJECTS**

### ✓ **BOND COMMITMENT, WESTERN TRUNK EXTENSION** (*Resolution*)

Per our bond commitment for the Western Trunk Sewer Extension, we have to do an annual resolution of commitment of funds and source for our obligation. Included with tonight's agenda is such a resolution.

### ✓ **BOARDS & COMMISSIONS** (*Resolutions*)

We have some appointments to catch up on for our Boards & Commissions. I have some set for tonight with the others to follow, probably at the next meeting. I have met with the Mayor and have recommendations for the Local Officer's Compensation Commission (one position, incumbent Tommy Butler), Planning Commission (one position, incumbent Dave Hurt) and DDA (two positions, incumbents Paul Bueche and Ernie Eckerdt). We are working on the Park Board and will have them in the near future.

## **Council Questions, Inquiries, Requests and Comments**

- ❑ *Traffic Lights, Bristol-Miller, GM-SPO.* Pending GM decisions, new traffic counts as to warrants, in the spring.
- ❑ *Sr. Center Budget, Statement, Building Cost Reconciliation.* Pending obtaining documents.
- ❑ *Curb Conditions, Seymour South of Miller.* I had Mr. Svrcek look into this. He advises that the cracks observed are normal and do not pose any structural problems. He will be present at tonight's meeting if anyone has additional questions on this subject.
- ❑ *Deteriorated Retaining Walls & Planters at City Buildings.* We have a partial solution. The circular planter and the wall with the building's name at the entry way can be removed and either an in ground planter or concrete poured in place of. The short retaining walls along the north and west side's present additional problems which may be expensive. When the weather breaks, we are going to take a look at the removal of the walls along with the soil. If brick exists all the way to ground level, we may be able to put landscaping back at the ground level, which would correct the problem. If raw blocks are present, other options will have to be looked at.
- ❑ *Tabled Garbage Collection Policy.* Resting comfortably... for now.

**City of Swartz Creek**  
**RESOLUTIONS**  
**Regular Council Meeting, Monday January 11, 2010 7:00 P.M.**

**Resolution No. 100111-4A          MINUTES, DECEMBER 14, 2009**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held December 14, 2009, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-5A          AGENDA APPROVAL**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of January 11, 2010 to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-6A          CITY MANAGER'S REPORT**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the City Manager's Report of January 11, 2010, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_



**Resolution No. 100111-8A**

**ADOPT ORDINANCE #406, SEWER USE INDUSTRIAL PRE-TREATMENT PROGRAM**

Motion by Councilmember: \_\_\_\_\_

**THE CITY OF SWARTZ CREEK ORDAINS:** Ordinance Number 406, an ordinance to amend Article III of Chapter 19 of the Code of Ordinances of the City of Swartz Creek, to adopt new regulations for sewage disposal in the City of Swartz Creek and to repeal all current code provisions inconsistent therewith.

**BE IT FURTHER RESOLVED,** that notice is hereby given, that due to the length of Ordinance No. 406, the required publication is by reference. A complete copy of this ordinance is available for public inspection at the Office of the City Clerk, 8083 Civic Drive, Swartz Creek, Michigan, 48473, Monday through Friday, 8:00 A.M. to 5:00 P.M. (810) 635-4464, or via the City’s website at: [ftp://cityofswartzcreek.org](http://cityofswartzcreek.org).

**BE IT FURTHER RESOLVED,** This ordinance shall become effective in accordance with the provisions set forth in the City’s Charter, on the 8<sup>th</sup> day of February, 2010 @ 12:01 A.M.

Publish Date: January 17, 2010  
Paper: Swartz Creek News  
Effective Date: February 8, 2010 12:01 A.M.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_  
Voting Against: \_\_\_\_\_

**Resolution No. 100111-8B**

**DESIGNATION OF ENFORCEMENT AUTHORITY, SEWER USE INDUSTRIAL PRE-TREATMENT PROGRAM**

Motion by Councilmember: \_\_\_\_\_

**WHEREAS,** the Genesee County Board of Commissioners (“County Board”) acting under Michigan Public Act 342 of 1939, as amended (“Act”), has previously designated the Genesee County Drain Commissioner’s Office, Division of Water and Waste Services (“County Agency”) as the “County Agency” under the Act; and

**WHEREAS,** the County Board, by resolution adopted on October 8, 1961, approved the establishment of the Genesee County Sanitary Sewage Disposal System No. 1 to serve the Genesee County Sanitary Sewage Disposal District No. 1 (“System”) within which lies the City; and

**WHEREAS,** the County Agency and the City, along with other local units of government, have previously entered into a contracts for the acquisition, financing and operation of the System; and

**WHEREAS**, The System currently provides wastewater treatment service for discharges of wastewater originating from within the City and the other local units that are included in the System; and

**WHEREAS**, the discharges from the City and the other local units into the System are treated at the System's Wastewater Treatment Plant; and

**WHEREAS**, after treatment, the treated effluent is then discharged to the Flint River pursuant to the County Agency's National Pollution Discharge Elimination System (NPDES) Permit No. MIG610000 (the NPDES Permit); and

**WHEREAS**, the NPDES Permit is held by the County Agency which is the designated Control Authority for the System as provided by applicable state and federal laws, including the Federal Water Pollution Control Act (also known as the Clean Water Act), as amended, 33 USC 1251, et seq.; the General Pretreatment Regulations (40 CFR part 403); Part 31 of Act 451 of the Public Acts of Michigan of 1994, MCLA 324.3101 et seq., as amended (Water Resources Protection); and the Michigan industrial pretreatment rules, Michigan Administrative Code, R 323.2301 et seq., as amended; and

**WHEREAS**, under applicable state and federal laws and regulations, the County Agency, in its capacity as the control authority and holder of the NPDES Permit, is required to implement and enforce an industrial pretreatment program (IPP) and to have the same legal authority for all users, existing and future, throughout all areas served by the System, regardless of jurisdictional or political boundaries; and

**WHEREAS**, the City wishes to ensure that the County Agency has the proper IPP authority within the City as required by applicable laws and regulations and the NPDES Permit; and

**WHEREAS**, to ensure that the County Agency has the proper IPP authority within the City as required by applicable laws and regulations and the NPDES Permit, the City has enacted a sewer use ordinance in the form proposed by the County Agency with minor modifications which have no impact on the substance of the ordinance or the County Agency's authority thereunder ("Sewer Use Ordinance" or "SUO").

**NOW, THEREFORE, BE IT RESOLVED** that the City hereby designates and authorizes the County Agency to be the enforcing agency for all matters under the Sewer Use Ordinance;

**BE IT FURTHER RESOLVED** that the City hereby authorizes the County Agency to take all actions necessary on behalf of and in lieu of the City to ensure that the County Agency has the proper IPP authority within the City as required by applicable laws and regulations and the NPDES Permit.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

Motion by Councilmember: \_\_\_\_\_

**WHEREAS**, the City of Swartz Creek is a Local Governmental Unit and recognized Street Authority eligible to receive funding from the Michigan Department of Transportation and the Federal Highway Administration; and,

**WHEREAS**, the City of Swartz Creek is a member of the Genesee County Metropolitan Planning Alliance, an urban transportation planning cooperative charged with allocating funds to eligible street authorities in Genesee County; and

**WHEREAS**, the City of Swartz Creek has identified a need to make repairs and improvements to a number of streets in its Major Street System and has considered the making of such repairs and improvements in open session following the review of documents and the hearing of comments on the need from the city’s engineer, staff and from the public, and has submitted applications for such repairs and improvements to the Genesee County Metropolitan Alliance Traffic Improvement Program; and

**WHEREAS**, the Genesee County Transportation Surface Management Committee has set a Traffic Improvement Program schedule to be recommended to the Technical Advisory Committee that ranks projects throughout the County, inclusive of projects submitted by the City; and

**WHEREAS**, projects submitted by the City and approved for funding allocation are identified as follows:

1. Concrete Repair, Miller Road between Elms and Tallmadge Court
2. Construct Trail-Way Section, Elms Park to Heritage Park
3. Mill & Re-Surface, Bristol Road from Miller to Western GM-SPO Entrance

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Swartz Creek submit the following schedule and cost projections to the Genesee County Metropolitan Planning Organization:

Project	Year	Grant	City Match	P.E.	C.E.	Total
Miller Between Elms & Tallmadge	2011	\$338,997	\$85,749	\$28,000	\$45,000	\$497,746
Bristol Road Between Miller & West GM-SPO	2012	\$54,912	\$13,728	\$8,000	\$16,000	\$92,640
Trail Way, Elms Park to Heritage Park	2014	\$296,000	\$221,000	\$25,000	\$45,000	\$587,000

**BE IT FURTHER RESOLVED**, that the City designate source funding for all construction local match, Design Engineering and Construction Engineering fees from Major Streets Fund 202, and further, direct the City Staff to create the necessary project additions and cost centers to the City’s accounting system.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-8D                    SALE OF CITY PROPERTY, RESCIND BID AWARD**

Motion by Councilmember: \_\_\_\_\_

**WHEREAS**, the City published an RFP in 2008 to solicit bids for the sale and renovation of a parcel of property with an unoccupied dwelling that the City owns, parcel #58-01-100-020, 5129 South Morrish Road; and

**WHEREAS**, the City received one return, Mr. John Green representing Diane Green Photography LLC, 7512 Grove Street Swartz Creek; and

**WHEREAS**, the City accepted the proposal on October 13, 2008, directing staff to execute a purchase agreement for the sale of the parcel, conditioned on the terms of the RFP; and

**WHEREAS**, for personal reasons, being the passing of his spouse and partner Diane Green, Mr. Green has requested the City rescind its commitment to sell the property as he is no longer capable of continuing his plan for purchase and renovations as set forth in his RFP.

**NOW, THEREFORE, I Move** the City of Swartz Creek hereby rescind Resolution #081013-12, passed on October 13, 2008, and further, direct staff to examine options for the property and bring the findings back to the Council for consideration and decision.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-8E                    BOND DEBT OBLIGATION COMMITMENT, WESTERN TRUNK EXTENSION**

Motion by Councilmember: \_\_\_\_\_

**WHEREAS**, the City of Swartz Creek has a debt commitment to pay to the County of Genesee the annual sum of \$56,237.56 to meet the Western Trunk Sewer Extension bond principal, interest and fee obligations; and

**WHEREAS**, there are several means by which the funds can be secured to meet this payment; and

**WHEREAS**, all various means of securing these funds have been reviewed and considered.

**NOW THEREFORE, BE IT RESOLVED**, that the City of Swartz Creek appropriate an amount not to exceed \$56,237.56 from Fund 590 Sewer, to meet the principal, interest

and fee requirements for the Western Trunk Sewer Extension debt obligations, funds to be drawn as follows:

Funds Already Available	\$ 56,237.56
Tap-In Fees to be Collected	\$ -0-
Funds from Monthly Rates of Services	\$ -0-
General Fund	\$ -0-
Ad-Valorem Levy	\$ -0-
Other	\$ -0-
<b>Total:</b>	<b>\$ 56,237.56</b>

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-8F**

**APPOINTMENT, BOARDS & COMMISSIONS, LOCAL OFFICER'S COMPENSATION COMMISSION**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council confirm the Mayor's re-appointment of Tommy Butler, 40 Somerset Drive, to the Swartz Creek Local Officers Compensation Commission, term to run October 1, 2009, expiring September 30, 2010.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-8G**

**APPOINTMENT, BOARDS & COMMISSIONS, PLANNING COMMISSION**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek Council re-appoint David Hurt, 9214 Chesterfield Drive, to the Swartz Creek Planning Commission, term to run November 10, 2009 through November 8, 2010.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-8H**

**APPOINTMENT, BOARDS & COMMISSIONS,  
DOWNTOWN DEVELOPMENT AUTHORITY**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council concur with the Mayor’s re-appointment of Paul Bueche, to the Downtown Development Authority, term to run December 1, 2009 through November 30, 2013.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 100111-8I**

**APPOINTMENT, BOARDS & COMMISSIONS,  
DOWNTOWN DEVELOPMENT AUTHORITY**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council concur with the Mayor’s re-appointment of Ernie Eckerdt, 5019 Brady Street, to the Downtown Development Authority, term to run December 1, 2009 through November 30, 2013.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**City of Swartz Creek**  
**Regular Council Meeting Minutes**  
*Of the Meeting Held*  
**Monday December 14, 2009 7:00 P.M.**

**CITY OF SWARTZ CREEK**  
**SWARTZ CREEK, MICHIGAN**  
**MINUTES OF THE COUNCIL MEETING**  
**DATE 12/14/2009**

The meeting was called to order at 7:00 p.m. by Mayor Abrams in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance to the Flag.

Councilmembers Present: Abrams, Binder, Hicks, Hurt, Krueger, Porath, Shumaker.

Councilmembers Absent: None.

Staff Present: City Manager Paul Bueche, City Clerk Juanita Aguilar, DPS Director Tom Svrcek, Assistant City Manager Adam Zettel, Police Chief Rick Clolinger.

Others Present: Boots Abrams, Tommy Butler, Harvey Lee, Jim Florence, Jean Florence.

**APPROVAL OF MINUTES**

**Resolution No. 091214-01**

**(Carried)**

Motion by Mayor Pro-Tem Porath  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council hereby approve the Minutes, as corrected, for the Regular Council Meeting, held December 7, 2009, to be circulated and placed on file.

YES: Binder, Hicks, Hurt, Krueger, Porath, Shumaker, Abrams.  
NO: None. Motion Declared Carried.

**APPROVAL OF AGENDA**

**Resolution No. 091214-02**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Shumaker



**I Move** the Swartz Creek City Council approve the Agenda, as amended, for the Regular Council Meeting of December 14, 2009 to be circulated and placed on file.

YES: Hicks, Hurt, Krueger, Porath, Shumaker, Abrams, Binder.  
NO: None. Motion Declared Carried.

## **REPORTS AND COMMUNICATIONS:**

### **City Manager's Report**

**Resolution No. 091214-03**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of December 14, 2009, to be circulated and placed on file.

Discussion Ensued.

YES: Hurt, Krueger, Porath, Shumaker, Abrams, Binder, Hicks.  
NO: None. Motion Declared Carried.

All other reports and communications were accepted and placed on file.

## **MEETING OPENED TO THE PUBLIC:**

None.

## **COUNCIL BUSINESS:**

### **Re-Appoint Employee Benefit Broker**

**Resolution No. 091214-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek re-appoint Total Benefit Systems, of 5151 Gateway Centre, Suite 200, Flint, Michigan 48507, appointed originally in May 2007, to act as an agent-broker on behalf of the City of Swartz Creek, under the supervision and direction of the City Manager, for the purpose of negotiating competitive employee fringe benefit and insurance packages and proposals and to mitigate employee complaints, problems and issues; and, further, to allow the release of necessary information within the parameters of Federal and State privacy protection statutes and regulations.

Presentation by Harvey Lee of Total Benefit Systems.

Discussion Took Place.

YES: Krueger, Porath, Shumaker, Abrams, Binder, Hicks, Hurt.  
NO: None. Motion Declared Carried.

**Morrish Road Phase I Construction Project, MDOT Agreement**

**Resolution No. 091214-05**

**(Carried)**

Motion by Councilmember Binder  
Second by Councilmember Hurt

**WHEREAS**, the City of Swartz Creek is a Local Governmental Unit and recognized Street Authority eligible to receive funding from the Michigan Department of Transportation and the Federal Highway Administration; and,

**WHEREAS**, the City of Swartz Creek is a member of the Genesee County Metropolitan Planning Alliance, an urban transportation planning cooperative charged with allocating funds to eligible street authorities in Genesee County; and

**WHEREAS**, the City of Swartz Creek has identified a need to make repairs and improvements to Morrish Road from the I-69 overpass to Bristol Road, the North City Limit, in conformance with the design plans prepared by the City's consulting engineer and approved by the Michigan Department of Transportation; and,

**WHEREAS**, the Genesee County Metropolitan Alliance and the Swartz Creek City Council has considered the making of such repairs and improvements in open session following the review of documents and the hearing of comments on the need from the city's engineer, staff and from the public, and further, design engineering plans have been drafted, submitted and approved by the Michigan Department of Transportation; and,

**WHEREAS**, the Morrish Road Repair and Improvement Project has been obligated for funding and is scheduled to be let for bid in January 2010 under the Michigan Department of Transportation using Surface Transportation Program funding sources; and

**WHEREAS**, the Morrish Road Improvement Project was designed in conjunction with the site plan approval for a Meijer's retail outlet department store, Meijer's having entered into a development agreement to contribute funding to the project relative to the projected impact such a retail development would have on area infrastructure, inclusive of streets, projected costs of Phase I as follows:

	<i>Federal Funding</i>	<i>City Construction Match</i>	<i>Total Project Cost</i>
Construction	\$ 368,480	\$ 1,123,320	\$ 1,491,800

**NOW, THEREFORE**, be it resolved that the City of Swartz Creek appropriate an amount not to exceed \$1,491,800, plus 5% contingency, from 202 Major Street Fund, for the Morrish Road North Construction Project Phase I, \$368,480 funded by a combination of Federal Surface Transportation Funds and Federal Flexible Section 5307 Funds, the balance, \$1,123,320 being the City Local Share Obligation.

**BE IT FURTHER RESOLVED**, that the Council for the City of Swartz Creek direct the Mayor, Richard B. Abrams and the City Clerk, Juanita Aguilar, on behalf of the City, to execute an agreement with the Michigan Department of Transportation, a copy of which is attached hereto, MDOT Contract #09-5742, Control Section #STU25402, Project #1025(007) and Federal ID #HH-6246.

Discussion Ensued.

YES: Porath, Shumaker, Abrams, Binder, Hicks, Hurt, Krueger.

NO: None. Motion Declared Carried.

**Morrish Road North Project, Appropriate Additional Design Engineering Fees**

**Resolution No. 091214-06**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek has identified a need to make repairs and improvements to Morrish Road from the I-69 overpass to Bristol Road and has expanded such repairs to include a section north, east and west of the intersection in order to accommodate a planned and approved retail development; and

**WHEREAS**, the City appropriated \$73,052 to the City's Engineer, Rowe Professional Services Inc. for design engineering fees, at a regular Council Meeting held on August 25, 2008, resolution as follows:

**Appropriation, Design Engineering, Morrish Road Re-Construction**

**Resolution No. 080825-05**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek is a Local Governmental Unit and recognized Street Authority eligible to receive funding from the Michigan Department of Transportation and the Federal Highway Administration; and,

**WHEREAS**, the City of Swartz Creek is a member of the Genesee County Metropolitan Planning Alliance, an urban transportation planning cooperative charged with allocating funds to eligible street authorities in Genesee County; and

**WHEREAS**, the City of Swartz Creek has identified a need to make repairs and improvements to Morrish Road from the I-69 viaduct to the North City Limit at Bristol Road and further, repairs have been allocated in the Genesee County Traffic Improvement Program and is scheduled for obligation and repair in 2009; and,

**WHEREAS**, on August 14, 2006, the City re-zoned ±120 acres of land along the east and west sides of Morrish Road, north of I-69 and south of West Bristol Road, into a Commercial Retail Planned Unit Development District; and

**WHEREAS**, a final site plan for the construction of a Meijer's retail outlet with Special Land Use Permits was approved on August 14, 2006 with a revised final site plan approved on August 11, 2008 for the construction of a ±160,000 square foot Meijer's retail outlet department store along the east side of Morrish Road north of I-69; and

**WHEREAS**, at site plan approval, and in a letter of commitment dated December 22, 2006, the Meijer Corporation confirmed their contribution of \$1,500,000 towards public improvements related to the re-construction of South Morrish Road between I-69 and West Bristol Road; and

**WHEREAS**, Meijer's Incorporated desires to open the retail outlet in early 2010 and in order to meet this deadline, construction of the road and the project would need to begin in early 2009; and

**WHEREAS**, the City's engineer has submitted a Design Proposal in the amount of \$73,052.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Swartz Creek appropriate an amount not to exceed \$73,052 to the City's Engineer, Rowe Incorporated, for the re-construction design of Morrish Road from I-69 to West Bristol Road, in accordance with the concept and approved site plan for Meijer's Incorporated of Grand Rapids Michigan.

Discussion Took Place.

YES: Shumaker, Abrams, Christie, Hicks, Hurt.

NO: None. Motion Declared Carried.

**WHEREAS**, plan changes, multiple agency intervention and unforeseen problems resulting in re-designs have caused additional time that the City's Engineer has requested compensation.

**NOW, THEREFORE, I Move** that the City of Swartz Creek appropriate an additional amount not to exceed \$4,000 to the City's Engineer, Rowe Professional Services Incorporated, design engineering cost overruns, funds to be appropriated from Major Streets 202.

Discussion Took Place.

YES: Shumaker, Abrams, Binder, Hicks, Hurt, Krueger, Porath.

NO: None. Motion Declared Carried.

### **Police Bicycle Program**

**Resolution No. 091214-07**

**(Carried)**

Motion by Mayor Pro-Tem Porath  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek authorize the distribution of the following donated bicycles, bicycles having been donated to the Police Department for distribution to underprivileged youths by Wal-Mart, in conjunction with a program between the Police Department and Assenmacher's Bicycle Shop:

- #1. Boys Huffy "Rockit", Reg #4231, Ser #SNHEZ27F57113
- #2. Boys "Quest Cobra", Reg #4230, Ser #LWGH204407
- #3. Girls "Huffy Sea Star", Reg #4234, Ser #SNHEJ07H21058
- #4. Girls "Huffy Sea Star", Reg #4229, Ser #SNHEJ07H20087

Discussion Took Place.

YES: Abrams, Binder, Hicks, Hurt, Krueger, Porath, Shumaker.

NO: None. Motion Declared Carried.

## **MEETING OPENED TO THE PUBLIC**

Jim Florence, 4296 Springbrook, updated the Council on the Senior Center. Mr. Florence stated that it should be done by the beginning of next week.

## **REMARKS BY COUNCILMEMBERS:**

Councilmember Krueger wished everyone a Merry Christmas.

Councilmember Shumaker also wished everyone a Merry Christmas.

Councilmember Hicks asked about the CDBG grants. She questioned why the City did not opt out when many others did. Assistant City Manager Zettel advised that specific projects were required to qualify.

Councilmember Binder thanked everyone on behalf of the Swartz Creek Veterans Memorial for all of their help throughout the year.

Councilmember Hurt thanked the audience for coming to watch the meetings. Mr. Hurt wished everyone a safe and warm holiday.

Mayor Pro-Tem Porath questioned why Grand Blanc Township was getting \$187,000 in CDBG grants. Mr. Zettel stated that their population is what constituted that amount.

Mayor Abrams wished everyone a Merry Christmas and Happy New Year.

## **ADJOURNMENT:**

There being no objection, Mayor Abrams declared the meeting adjourned at 8:25 p.m.

Richard Abrams, Mayor

Juanita Aguilar, City Clerk

**Public Works**  
**Monthly Work Orders**

01/04/10

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
BXRP09-0012	LU10-009118-0000-01	FIL, PAULINE 9118 LUEA LN	12/14/09	CURB BOX REPAIR
CKME09-0055 Completed	EL10-004071-0000-01	SAWATZKI, PATRICIA J 4071 ELMS RD	12/22/09 12/22/09	CHECK METER
CKME09-0062 Completed	BI10-005296-0000-01	POGUE, RACHEL 5296 BIRCHCREST DR	12/01/09 12/01/09	CHECK METER
CKME09-0073 Completed	AS10-000114-0000-02	AURINO-COPE, ANDREA 114 ASHLEY CIR	12/04/09 12/04/09	CHECK METER
CKME09-0074 Completed	CH20-009211-0000-06	HOUCK, ROBERT 9211 CHESTERFIELD DR	12/01/09 12/01/09	CHECK METER
CKME09-0076 Completed	PA10-007136-0000-01	GILBERT, BRIAN 7136 PARK RIDGE PKY	12/02/09 12/02/09	CHECK METER
CKME09-0080 Completed	PA10-007055-0000-01	MOCK, GERALD R. 7055 PARK RIDGE PKY	12/02/09 12/02/09	CHECK METER
CKME09-0082 Completed	OA10-009209-0000-01	KERR, MARYANN 9209 OAKVIEW DR	12/02/09 12/02/09	CHECK METER
CKME09-0083 Completed	PA10-007045-0000-01	KENTISH, KEVIN 7045 PARK RIDGE PARKWAY	12/01/09 12/01/09	CHECK METER
CKME09-0084 Completed	MI10-007459-0000-01	GILBERT, JOHN A 7459 MILLER RD	12/03/09 12/03/09	CHECK METER
CKME09-0086 Completed	MI10-005472-0000-01	EASTERLING, JIMMY 5472 MILLER RD	12/04/09 11/18/09	CHECK METER
CKME09-0087 Completed	MO10-004494-0000-01	SC CHURCH OF GOD-PENTECOST 4494 MORRISH RD	12/03/09 12/03/09	CHECK METER
CKME09-0088 Completed	WI10-005194-0000-01	PHILLIPS, JAMES C 5194 WINSHALL DR	12/08/09 12/08/09	CHECK METER
CKME09-0089 Completed	MI10-008110-0000-01	JAMISON, KAREN 8110 MILLER RD	12/07/09 12/07/09	CHECK METER
CKME09-0090 Completed	CH20-009194-0000-01	SMITH, RON 9194 CHESTERFIELD DR	12/21/09 12/21/09	CHECK METER
CKME09-0091 Completed	CH20-009265-0000-02	WOHLFORD, SANDRA 9265 CHESTERFIELD DR	12/07/09 12/07/09	CHECK METER
CKME09-0092 Completed	PA10-007221-0000-02	VAN ARSDALE, KEVIN 7221 PARK RIDGE PKY	12/21/09 12/21/09	CHECK METER
CKME09-0093 Completed	MI10-005446-0000-01	BAHU, GEORGE 5446 MILLER RD	12/11/09 12/11/09	CHECK METER

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
CKME09-0094 Completed	IN10-008032-0000-01	MACK, GEORGIA 8032 INGALLS ST	12/07/09 12/07/09	CHECK METER
CKME09-0095 Completed	AU10-006281-0000-04	BARBIER, STEVEN 6281 AUGUSTA ST	12/08/09 12/08/09	CHECK METER
CKME09-0096 Completed	MI10-006319-0000-04	CORNERSTONE BAPTIST CHURCH 6319 MILLER RD	12/08/09 12/08/09	CHECK METER
CKME09-0097 Completed	EL10-004126-0000-03	WATKINS, ANGELA 4126 ELMS RD	12/07/09 12/07/09	CHECK METER
CKME09-0098 Completed	HO10-005015-0000-01	TRECHA BROTHERS 5015 HOLLAND DR	12/10/09 12/10/09	CHECK METER
CKME09-0099 Completed	HE10-005182-0000-01	VIEAU, MARK 5182 HELMSLEY DR	12/10/09 12/10/09	CHECK METER
CKME09-0100 Completed	MI10-008174-0000-01	ADAMS, JANET 8174 MILLER RD	12/10/09 12/11/09	CHECK METER
CKME09-0101 Completed	SI10-004187-0000-01	LEESE, JEFFREY 4187 SILVER MAPLE LN	12/07/09 12/07/09	CHECK METER
CKME09-0102 Completed	AU10-006351-0000-02	MURPHY, C 6351 AUGUSTA ST	12/15/09 12/15/09	CHECK METER
CKME09-0103 Completed	DY10-003266-0000-01	CRIGGER, DEBRA 3266 DYE RD	12/15/09 12/15/09	CHECK METER
CKME09-0104 Completed	MO20-004196-0000-01	HERRICK, FRED 4196 MOUNTAIN ASH LN	12/15/09 12/15/09	CHECK METER
CKME09-0105 Completed	MI10-007256-0000-01	CLAYTON II, DUANE 7256 MILLER RD	12/15/09 12/15/09	CHECK METER
CKME09-0106 Completed	RA10-004525-0000-02	ALEXANDER, BRIAN 4525 RAUBINGER RD	12/21/09 12/21/09	CHECK METER
CKME09-0107 Completed	LI10-004265-0000-01	SHUEMAN, THERESA 4265 LINDSEY DR	12/17/09 12/17/09	CHECK METER
CKME09-0108 Completed	AB10-007117-0000-02	BOYER, BARBARA 7117 ABBEY LN	12/22/09 12/22/09	CHECK METER
CKME09-0109	EL20-007508-0000-02	ERICKSON, AMY 7508 ELIZABETH CT	12/22/09 12/22/09	CHECK METER
CKME09-0111 Completed	BI10-005158-0000-01	KETCHMARK, DENISE 5158 BIRCHCREST DR	12/28/09 12/28/09	CHECK METER
FLAG09-0021 Completed	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	12/07/09 12/08/09	LOWER/RAISE FLAG
FNRD09-0169 Completed	CH20-009221-0000-02	SCHAPEL, RANDY 9221 CHESTERFIELD DR	12/04/09 12/04/09	FINAL READ
FNRD09-0170 Completed	SP10-004399-0000-02	CARR, DEBRA SUE 4399 SPRINGBROOK DR	12/07/09 12/07/09	FINAL READ



Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD09-0171 Completed	CC10-007372-0000-01	JOHNSON, MELVIN 7372 CROSSCREEK DR	12/07/09 12/07/09	FINAL READ
FNRD09-0172 Completed	PA10-007063-0000-01	ZOROMSKI, DAVE 7063 PARK RIDGE PKY	12/11/09 12/11/09	FINAL READ
FNRD09-0173 Completed	HE10-005160-0000-02	LAPORTE, ERICK 5160 HELMSLEY DR	12/18/09 12/22/09	FINAL READ
FNRD09-0174 Completed	CH20-008500-0000-01	BOWMAN, CHRISTOPHER 8500 CHESTERFIELD DR	12/29/09 12/30/09	FINAL READ
GARB09-0002 Completed	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	12/22/09 12/22/09	PICK UP GARBAGE
GWO09-0117 Completed	CI10-008100-0000-01	PUBLIC SAFETY BUILDING 8100 CIVIC DR	12/11/09 12/11/09	GENERIC WORK ORDE
GWO09-0119	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	12/21/09	GENERIC WORK ORDE
LNSD09-0053	WI20-005085-0000-01	MOKOFSKY, STEVEN 5085 WINSTON DR	12/17/09	LANDSCAPING
LNSD09-0055	VA10-005294-0000-01	BUZZARD, KIRK 5294 VALLEYVIEW DR	12/29/09	LANDSCAPING
MNT09-0035 Completed	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	12/07/09 12/07/09	BUILDING MAINTENA
MNT09-0036 Completed	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	12/14/09 12/14/09	BUILDING MAINTENA
MTRP09-0091 Completed	SI10-004186-0000-01	HUNT, ROGER 4186 SILVER MAPLE LN	12/03/09 12/03/09	METER REPAIR
MTRP09-0092 Completed	MI10-005404-0000-01	MORELL, DONALD 5404 MILLER RD	12/17/09 12/17/09	METER REPAIR
MTRP09-0093 Completed	WO10-005222-0000-01	MAUSOLF, ROGER 5222 WORCHESTER DR	12/21/09 12/21/09	METER REPAIR
MTRP09-0094 Completed	AB10-007071-0000-01	TAYLOR, JEFFREY 7071 ABBEY LN	12/23/09 12/23/09	METER REPAIR
MTRP09-0096 Completed	MO10-005152-B113-01	RIVERSIDE MANOR TOWNHOUSES 5152 MORRISH # B113 RD	12/16/09 12/17/09	METER REPAIR
MTRP09-0097 Completed	MI10-007041-0000-06	SWEET, KIMBERLY 7041 MILLER RD	12/30/09 12/30/09	METER REPAIR
MTRP09-0098 Completed	LU10-009160-0000-01	AZELTON, PATRICIA 9160 LUEA LN	12/18/09 12/18/09	METER REPAIR
MTRP09-0099 Completed	BI10-005280-0000-03	AUTO OWNERS 5280 BIRCHCREST DR	12/29/09 12/29/09	METER REPAIR
READ09-0056 Completed	CA10-008433-0000-02	FISHER, WILLIAM 8433 CAPPY LN	12/01/09 12/01/09	READ METER

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
READ09-0057 Completed	AS10-000063-0000-02	DAY, RICHARD 63 ASHLEY CIR	12/03/09 12/09/09	READ METER
READ09-0058 Completed	AS10-000114-0000-02	AURINO-COPE, ANDREA 114 ASHLEY CIR	12/03/09 12/09/09	READ METER
READ09-0059 Completed	AS10-000124-0000-02	DOTY, JOHN J 124 ASHLEY CIR	12/03/09 12/09/09	READ METER
READ09-0060 Completed	AS10-000131-0000-03	ZAMORA, ELIJAH 131 ASHLEY CIR	12/03/09 12/09/09	READ METER
READ09-0061 Completed	AS10-000141-0000-01	WILSON, LINDA 141 ASHLEY CIR	12/03/09 12/09/09	READ METER
READ09-0062 Completed	BR30-000013-0000-01	PARSONS, JULIE 13 BROOKFIELD DR	12/03/09 12/09/09	READ METER
READ09-0063 Completed	BR30-000017-0000-02	SULLIVAN, PATRICK 17 BROOKFIELD DR	12/03/09 12/09/09	READ METER
READ09-0064 Completed	BR30-000165-0000-01	GREIGER, BEN 165 BROOKFIELD DR	12/03/09 12/09/09	READ METER
READ09-0065 Completed	HA20-000087-0000-02	GEETING, WANDA 87 HAMILTON DR	12/03/09 12/09/09	READ METER
READ09-0066 Completed	HA20-000093-0000-03	SIPES, BRIAN 93 HAMILTON DR	12/03/09 12/09/09	READ METER
READ09-0067 Completed	SO10-000037-0000-02	PLUMB, TRUDY 37 SOMERSET DR	12/03/09 12/09/09	READ METER
READ09-0068 Completed	SC20-005098-0000-01	SEMARK, ELEANOR 5098 SCHOOL ST	12/03/09 12/17/09	READ METER
READ09-0069 Completed	CA10-008433-0000-03	MCCLURE, JASON 8433 CAPPY LN	12/03/09 12/10/09	READ METER
READ09-0070 Completed	CA10-008420-0000-01	SHARIF, YOUSEF H 8420 CAPPY LN	12/03/09 12/10/09	READ METER
READ09-0071 Completed	SC20-005119-0000-01	STORER, HELEN 5119 SCHOOL ST	12/03/09 12/10/09	READ METER
READ09-0072 Completed	SC10-004935-UTIL-01	MARI-DAN MILLER FARMS 4935 SCHAFFER # UTIL DR	12/03/09 12/10/09	READ METER
READ09-0073 Completed	SC20-005027-0000-06	INCA REALTY 5027 SCHOOL ST	12/03/09 12/15/09	READ METER
READ09-0074 Completed	WA10-007468-0000-02	DOWD, JANA 7468 WADE ST	12/03/09 12/15/09	READ METER
READ09-0075 Completed	AU10-006295-0000-01	REDLICH, NICHOLE 6295 AUGUSTA ST	12/03/09 12/10/09	READ METER
READ09-0076 Completed	AU10-006329-0000-02	BRUNETTE, CHARLES 6329 AUGUSTA ST	12/03/09 12/10/09	READ METER

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
READ09-0077 Completed	AU10-006351-0000-02	MURPHY, C 6351 AUGUSTA ST	12/03/09 12/10/09	READ METER
READ09-0078 Completed	MO10-005152-B113-01	RIVERSIDE MANOR TOWNHOUSES 5152 MORRISH # B113 RD	12/03/09 12/15/09	READ METER
READ09-0079 Completed	LI10-007186-0000-00	BREWER, VERTIE 7186 LINDSEY DR	12/03/09 12/15/09	READ METER
READ09-0080 Completed	CH20-009191-0000-01	WARD, PETER D 9191 CHESTERFIELD DR	12/03/09 12/15/09	READ METER
READ09-0081 Completed	DO10-005203-0000-01	CORKREN, LILLIAN 5203 DON SHENK DR	12/03/09 12/10/09	READ METER
READ09-0082 Completed	GR10-005395-0000-02	FREEMAN, KATHLEEN 5395 GREENLEAF DR	12/03/09 12/15/09	READ METER
READ09-0083 Completed	GA10-004518-0000-02	TUTTLE, RONALD B 4518 GATEWAY BLVD	12/03/09 12/15/09	READ METER
READ09-0084 Completed	GR10-005166-0000-01	DEES, VIRGINIA 5166 GREENLEAF DR	12/04/09 12/15/09	READ METER
READ09-0085 Completed	AS10-000068-0000-01	COOK, DOUGLAS 68 ASHLEY CIR	12/04/09 12/09/09	READ METER
READ09-0086 Completed	AS10-000115-0000-02	WOODWORTH, AMY 115 ASHLEY CIR	12/04/09 12/04/09	READ METER
READ09-0087 Completed	BI10-005310-0000-01	PEMBERTON, JAMES 5310 BIRCHCREST DR	12/04/09 12/17/09	READ METER
READ09-0088 Completed	CR10-008101-0000-01	FASSETT, SUSAN M 8101 CRAPO ST	12/04/09 12/17/09	READ METER
READ09-0089 Completed	CT10-003461-0000-02	COHEN, JENNIFER 3461 CANTERBURY ST	12/04/09 12/10/09	READ METER
READ09-0090 Completed	DO10-005148-0000-01	DE FLORIO, LINDA 5148 DON SHENK DR	12/04/09 12/17/09	READ METER
READ09-0091 Completed	AB10-007071-0000-01	TAYLOR, JEFFREY 7071 ABBEY LN	12/04/09 12/09/09	READ METER
READ09-0092 Completed	AB10-007117-0000-02	BOYER, BARBARA 7117 ABBEY LN	12/04/09 12/09/09	READ METER
READ09-0093 Completed	AU10-006359-0000-01	DAWSON, TROY 6359 AUGUSTA ST	12/04/09 12/09/09	READ METER
READ09-0094 Completed	BI10-005280-0000-03	AUTO OWNERS 5280 BIRCHCREST DR	12/04/09 12/09/09	READ METER
READ09-0095 Completed	BI10-005288-0000-01	SIMMONS, MICHELLE 5288 BIRCHCREST DR	12/04/09 12/09/09	READ METER
READ09-0096 Completed	CH20-009162-0000-01	GOOLEY, MICHAEL 9162 CHESTERFIELD DR	12/04/09 12/09/09	READ METER

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
READ09-0097 Completed	CR10-008083-0000-02	MASON, CHARITY 8083 CRAPO ST	12/04/09 12/09/09	READ METER
READ09-0098 Completed	EL10-004056-0000-07	VSETULA, PAULA 4056 ELMS RD	12/04/09 12/09/09	READ METER
READ09-0099 Completed	EL20-007508-0000-02	ERICKSON, AMY 7508 ELIZABETH CT	12/04/09 12/09/09	READ METER
READ09-0100 Completed	LU10-009127-0000-01	STEPANIC, FRANK 9127 LUEA LN	12/04/09 12/09/09	READ METER
READ09-0101 Completed	LI10-004265-0000-01	SHUEMAN, THERESA 4265 LINDSEY DR	12/04/09 12/09/09	READ METER
READ09-0102 Completed	LU10-009160-0000-01	AZELTON, PATRICIA 9160 LUEA LN	12/04/09 12/09/09	READ METER
READ09-0103 Completed	MI10-005404-0000-01	MORELL, DONALD 5404 MILLER RD	12/04/09 12/09/09	READ METER
READ09-0104 Completed	MI10-006355-0000-01	KELLEY, CURTIS 6355 MILLER RD	12/04/09 12/09/09	READ METER
READ09-0105 Completed	MI10-007041-0000-06	SWEET, KIMBERLY 7041 MILLER RD	12/04/09 12/09/09	READ METER
READ09-0106 Completed	MI10-007256-0000-01	CLAYTON II, DUANE 7256 MILLER RD	12/04/09 12/09/09	READ METER
READ09-0107 Completed	MO20-004196-0000-01	HERRICK, FRED 4196 MOUNTAIN ASH LN	12/04/09 12/10/09	READ METER
READ09-0108 Completed	PA10-007112-0000-04	PETERSON, DIANE 7112 PARK RIDGE PKY	12/04/09 12/10/09	READ METER
READ09-0109 Completed	RA10-004525-0000-02	ALEXANDER, BRIAN 4525 RAUBINGER RD	12/04/09 12/09/09	READ METER
READ09-0110 Completed	WO10-005222-0000-01	MAUSOLF, ROGER 5222 WORCHESTER DR	12/04/09 12/09/09	READ METER
READ09-0111 Completed	MC10-005130-0000-01	GULLIFORD, HARRIETT L 5130 MC LAIN ST	12/04/09 12/10/09	READ METER
READ09-0112 Completed	AS10-000112-0000-01	BESAW, JOYCE 112 ASHLEY CIR	12/04/09 12/09/09	READ METER
READ09-0113 Completed	HE10-005196-0000-01	COLE, GERALD 5196 HELMSLEY DR	12/07/09 12/07/09	READ METER
READ09-0114 Completed	WI20-005028-0000-01	SOBOTA, JOHN 5028 WINSTON DR	12/07/09 12/07/09	READ METER
READ09-0115 Completed	HI20-004183-0000-01	FICK, DANEEN 4183 HICKORY LN	12/07/09 12/07/09	READ METER
READ09-0116 Completed	DU10-005304-0000-01	PORTER, JACK 5304 DURWOOD DR	12/07/09 12/07/09	READ METER

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
READ09-0117 Completed	DU10-005296-0000-01	CASLER, ROBERT 5296 DURWOOD DR	12/07/09 12/07/09	READ METER
READ09-0118 Completed	SP10-004403-0000-01	SWIFT, ELAINE 4403 SPRINGBROOK DR	12/09/09 12/14/09	READ METER
READ09-0119 Completed	LO10-004196-0000-02	MARSCHALL, HEATHER 4196 LOCUST LN	12/09/09 12/11/09	READ METER
READ09-0120	CA10-008331-0000-01	SWARTZ CREEK SCHOOLS GARAGE 8331 CAPPY LN	12/09/09	READ METER
READ09-0121 Completed	AS10-000062-0000-03	MCCLURE, YVONNE 62 ASHLEY CIR	12/11/09 12/11/09	READ METER
READ09-0122 Completed	WO10-005128-0000-01	HOPPER, RAYMOND 5128 WORCHESTER DR	12/16/09 12/17/09	READ METER
READ09-0123 Completed	SO10-000041-0000-02	KARDOS, ROSEANN 41 SOMERSET DR	12/22/09 12/22/09	READ METER
SWR09-0011 Completed	MI10-008057-0000-01	LOVEGROVE, MARIE 8057 MILLER RD	12/01/09 12/01/09	SEWER DRAIN PROBL
SWR09-0012 Completed	HE10-005191-0000-01	ELMORE, IRMA 5191 HELMSLEY DR	12/03/09 12/03/09	SEWER DRAIN PROBL
WMBK09-0003 Completed	WI20-005091-0000-01	BLAIR, JOHN 5091 WINSTON DR	12/15/09 12/15/09	WATER MAIN BREAK
WOFF09-0236 Completed	EL10-004126-0000-03	WATKINS, ANGELA 4126 ELMS RD	12/01/09 12/01/09	WATER TURN OFF
WOFF09-0240 Completed	CH20-008475-0000-01	BRITTON, GERALD 8475 CHESTERFIELD DR	12/03/09 12/03/09	WATER TURN OFF
WOFF09-0243 Completed	SE20-005218-0000-01	WRIGGLESWORTH, PAUL 5218 SEYMOUR RD	12/01/09 12/01/09	WATER TURN OFF
WOFF09-0245 Completed	CC10-007352-0000-01	WARD, DARLENE 7352 CROSSCREEK DR	12/04/09 12/04/09	WATER TURN OFF
WOFF09-0246 Completed	BI10-005167-0000-01	CRAIN, NORMAN 5167 BIRCHCREST DR	12/02/09 12/01/09	WATER TURN OFF
WOFF09-0247 Completed	CH20-009221-0000-02	SCHAPEL, RANDY 9221 CHESTERFIELD DR	12/04/09 12/04/09	WATER TURN OFF
WOFF09-0248 Completed	SC20-005080-0000-03	BALDWIN, MELISSA K 5080 SCHOOL ST	12/03/09 12/03/09	WATER TURN OFF
WOFF09-0249 Completed	WO10-005307-0000-02	SHEROSKI JR, TERRANCE 5307 WORCHESTER DR	12/03/09 12/03/09	WATER TURN OFF
WOFF09-0250 Completed	CH30-007550-0000-03	CORKINS, MICHELLE 7550 CHURCH ST	12/03/09 12/03/09	WATER TURN OFF
WOFF09-0251 Completed	EL10-003441-0000-01	ANDERSON, SUSAN 3441 ELMS RD	12/03/09 12/03/09	WATER TURN OFF

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WOFF09-0252 Completed	MO10-005200-0000-01	SMITH, DELBERT 5200 MORRISH RD	12/03/09 12/03/09	WATER TURN OFF
WOFF09-0253 Completed	BI10-005167-0000-01	CRAIN, NORMAN 5167 BIRCHCREST DR	12/07/09 12/07/09	WATER TURN OFF
WOFF09-0254 Completed	AR10-006243-0000-01	ALBABA, FUAD 6243 ARLINGTON DR	12/11/09 12/11/09	WATER TURN OFF
WOFF09-0255 Completed	OA10-005203-0000-01	CALL, THOMAS 5203 OAKVIEW DR	12/16/09 12/16/09	WATER TURN OFF
WOFF09-0256 Completed	HE10-005182-0000-01	VIEAU, MARK 5182 HELMSLEY DR	12/10/09 12/10/09	WATER TURN OFF
WOFF09-0257 Completed	MI10-007459-0000-01	GILBERT, JOHN A 7459 MILLER RD	12/17/09 12/08/09	WATER TURN OFF
WOFF09-0258 Completed	MI10-006230-0000-01	DUSSEAU, KIMBERLI 6230 MILLER RD	12/17/09 12/17/09	WATER TURN OFF
WOFF09-0259 Completed	JI10-009308-0000-04	WHEELER, SCOTT 9308 JILL MARIE LN	12/09/09 12/14/09	WATER TURN OFF
WOFF09-0260	DO10-005321-0000-05	METCALF, CHRISTINE 5321 DON SHENK DR	12/09/09	WATER TURN OFF
WOFF09-0261 Completed	JI10-009214-0000-04	BAC FIELD SERVICES CORP 9214 JILL MARIE LN	12/11/09 12/11/09	WATER TURN OFF
WOFF09-0262 Completed	CC10-007369-0000-01	DEGAYNER, FELTON 7369 CROSSCREEK DR	12/15/09 12/15/09	WATER TURN OFF
WOFF09-0263 Completed	EL10-004126-0000-03	WATKINS, ANGELA 4126 ELMS RD	12/17/09 12/17/09	WATER TURN OFF
WOFF09-0264 Completed	OA10-005329-0000-03	ROBSON, TAMERA 5329 OAKVIEW DR	12/21/09 12/22/09	WATER TURN OFF
WOFF09-0265 Completed	NE10-006735-0000-02	SCHAEFFER, STEVEN & SALLY 6735 NEMER CT	12/30/09 12/30/09	WATER TURN OFF
WOFF09-0266 Completed	LU10-009099-0000-01	PINTACURA, JACK 9099 LUEA LN	12/29/09 12/29/09	WATER TURN OFF
WOFF09-0267 Completed	SC20-005122-0000-01	STERLING, JAMES 5122 SCHOOL ST	12/28/09 12/28/09	WATER TURN OFF
WOFF09-0268 Completed	CC10-007361-0000-01	SWIDORSKI, KENNETH 7361 CROSSCREEK DR	12/29/09 12/29/09	WATER TURN OFF
WOFF09-0270 Completed	CC10-007355-0000-01	MULANIX, ARTHUR 7355 CROSSCREEK DR	12/28/09 12/29/09	WATER TURN OFF
WTON09-0170 Completed	EL10-004126-0000-03	WATKINS, ANGELA 4126 ELMS RD	12/01/09 12/01/09	WATER TURN ON
WTON09-0171 Completed	CH30-007550-0000-03	CORKINS, MICHELLE 7550 CHURCH ST	12/03/09 12/03/09	WATER TURN ON

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WTON09-0172 Completed	WO10-005307-0000-02	SHEROSKI JR, TERRANCE 5307 WORCHESTER DR	12/03/09 12/03/09	WATER TURN ON
WTON09-0173 Completed	SC20-005080-0000-03	BALDWIN, MELISSA K 5080 SCHOOL ST	12/03/09 12/03/09	WATER TURN ON
WTON09-0174 Completed	EL10-003441-0000-01	ANDERSON, SUSAN 3441 ELMS RD	12/04/09 12/04/09	WATER TURN ON
WTON09-0175 Completed	AR10-006243-0000-01	ALBABA, FUAD 6243 ARLINGTON DR	12/07/09 12/07/09	WATER TURN ON
WTON09-0176 Completed	MI10-006230-0000-01	DUSSEAU, KIMBERLI 6230 MILLER RD	12/08/09 12/08/09	WATER TURN ON
WTON09-0177 Completed	SC20-005122-0000-01	STERLING, JAMES 5122 SCHOOL ST	12/11/09 12/11/09	WATER TURN ON
WTON09-0178 Completed	IN10-008051-0000-02	FULKERSON, PATRICIA 8051 INGALLS ST	12/09/09 12/09/09	WATER TURN ON
WTON09-0179 Completed	WI10-005166-0000-03	DOUROS, ATHANASIOS & VALENC 5166 WINSHALL DR	12/14/09 12/14/09	WATER TURN ON
WTON09-0180 Completed	HE10-005170-0000-05	COOPER, ROY 5170 HELMSLEY DR	12/15/09 12/15/09	WATER TURN ON
WTON09-0182 Completed	LU10-009099-0000-01	PINTACURA, JACK 9099 LUEA LN	12/22/09 12/22/09	WATER TURN ON
WTON09-0185 Completed	BI10-005158-0000-01	KETCHMARK, DENISE 5158 BIRCHCREST DR	12/30/09 12/30/09	WATER TURN ON
WTON09-0186 Completed	MI10-006230-0000-01	DUSSEAU, KIMBERLI 6230 MILLER RD	12/30/09 12/29/09	WATER TURN ON

Total Records: 170



DPS ACTIVITY - DECEMBER 2009

	REG	HOL	VAC	ABSENT	OT	DT
<b>101 GENERAL FUND</b>						
101.0 COUNCIL						
172.0 EXECUTIVE						
253.0 TREASURER						
257.0 ASSESSOR						
262.0 ELECTIONS						
301.0 POLICE						
410.0 BLG-ADMIN-OBRIEN						
781.0 AMPHI-PARK						
782.0 WINSHALL PARK						
782.0 WINSHALL GARBAGE						
783.0 ELMS PARK	7.00		0.42			
783.0 ELMS GARBAGE						
784.0 BICENT. PARK						
790.0 LIBRARY/SENIOR	20.00	2.60	0.94	1.00		
792.0 P S BLDG	9.00		0.54	1.00		
793.0 CITY HALL	5.13	0.52	0.25	0.19		
794.0 COMM PROMO	67.00	15.70	4.33	1.50	1.50	
796.0 CEMETERY						
<b>202 MAJOR STREET FUND</b>						
429.0 SAFETY						
463.0 STREET MAIN	8.00	0.56	0.98	1.00	2.00	
474.0 TRAFFIC						
478.0 SNOW & ICE	4.00	0.53	0.13		4.50	
482.0 ADMIN						
<b>203 LOCAL STREET FUND</b>						
429.0 SAFETY						
463.0 STREET MAIN	10.00		1.09	2.00	1.00	
474.0 TRAFFIC						
478.0 SNOW & ICE	7.50		0.92	2.75	2.50	
482.0 ADMIN	7.43	0.88	0.49			
<b>226 GARBAGE FUND</b>						
528.0 COLLECT	10.00	2.57	0.27			
530.0 WOODCHIPPING	24.75	4.03	2.01			
793.0 CITY HALL	5.13	0.52	0.25	0.19		
<b>590 WATER</b>						
540.0 WATER SYSTEM	135.41	13.83	8.47	9.99		
540.0 WATER-ON CALL	2.00					
542.0 READ & BILL	81.00	9.85	15.23	1.50		
793.0 CITY HALL	5.12	0.52	0.25	0.19		
<b>591 SEWER</b>						
536.0 SEWER SYSTEM	70.41	9.02	4.84	0.50		
536.0 SEWER-ON CALL	2.00					
537.0 LIFT STATION	10.00	1.32	1.04	1.00		
542.0 READ & BILL	2.00		0.42			
793.0 CITY HALL	5.12	0.52	0.25	0.19		
<b>661 MOTOR POOL FUND</b>						
795.0 CITY GARAGE	14.00	1.03	0.88	1.00		
	512.00	64.00	44.00	24.00	11.50	0.00
<b>HOLIDAY</b>						
<b>VACATION</b>						
<b>ABSENT</b>						
<b>DAILY HOURS TOTAL</b>	<b>512.00</b>	<b>64.00</b>	<b>44.00</b>	<b>24.00</b>	<b>11.50</b>	<b>0.00</b>

Dec-09	MILES DRIVEN	GALLONS GAS PURCHASED	GALLONS DIESEL PURCHASED
#1 P/U 4WD			
#3 P/U 4WD	480	61	
07-03 P/U 4WD	66		30
09-03 P/U 4WD	770		55
#2 P/U 2WD	394	33	
#6-00 BACKHOE			
#9 DUMP			
#10 DUMP			
#11 DUMP			
#12-02 DUMP	97		25
#12-04 DUMP	562		111
#12-99 GENERATOR			
#9-02 BRUSH HOG			
#17 CASE BACKHOE			
#19 JD TRACTOR			
#06-99 BUCKET TRUCK			
#21 WOOD CHIPPER			
#807 STREET SWEEPER			
#42 ASPHALT HEATER			
#37 TRAIL ARROW			
#10-98 3" PUMP			
#28A 3" PUMP			
3" PUMP			
#30 4" PUMP			
#31 4" PUMP			
#32 4" PUMP			
1" PUMP			
S-10			
<b>TOTAL</b>	<b>2369</b>	<b>94</b>	<b>221</b>

01/05/2010  
09:30 am

CHECK REGISTER FOR CITY OF SWARTZ CREEK  
CHECK DATE FROM 12/01/2009 - 12/31/2009  
Bank GEN

PAGE 1

Check Date	Bank/Check #	Name	Description	Amount Voided?
12/3/2009	GEN 32761	ARROW UNIFORM RENTAL	MATS, SUPPLIES	26.75
			UNIFORMS, MATS, SUPPLIES, ENV.	68.39
			MATS, SUPPLIES	26.75
			UNIFORMS, MATS, SUPPLIES, ENV.	69.81
				<u>191.70</u>
12/3/2009	GEN 32762	BATCO INC	STAKE & LOCATE TRAINING/GARDNER/SANDFORD	230.00
12/3/2009	GEN 32763	CITY OF SWARTZ CREEK	FOOD FOR WORKING DDA MTG	33.98
12/3/2009	GEN 32764	GEN CTY METROPOLITAN ALLIANCE	2010 MEMB DUES/KRUEGER/SCHULTZ	125.00
12/3/2009	GEN 32765	GENESEEE CTY DRAIN COMMISSIONER	OCT 09 COMM/READY TO SERVE	65,831.92
12/3/2009	GEN 32766	GENESEEE CTY DRAIN COMMISSIONER	SEWER AUG-OCT 09	132,018.62
12/3/2009	GEN 32767	GENESEEE VALLEY DODGE	REPAIR HEATING SYSTEM/RADIATOR	1,720.71
12/3/2009	GEN 32768	KHALIL NEMER	DEC 09 MONTHLY RENT 5438 MILLER AMB BLDG	758.34
12/3/2009	GEN 32769	LANDMARK APPRAISAL CO	ASSESSOR SERVICES NOV 1, 2009-OCT 31, 20	2,233.33
12/3/2009	GEN 32770	MICHAEL R. SHUMAKER	SMALL CITIES MTG/DINNER	14.50
12/3/2009	GEN 32771	MICHIGAN MUNICIPAL LEAGUE	CDL RENEWAL 1/10/10-12/31/10 (4)	280.00
12/3/2009	GEN 32772	PK CONTRACTING INC	APPLY PAVEMENT MARKING SYMBOLS MULTI-STR	776.00
12/3/2009	GEN 32773	PRINTING SYSTEMS	W2/1099-MISC/W3/1096 FOR 2009	106.07
12/3/2009	GEN 32774	PURCHASE POWER	POSTAGE FOR METER	2,518.99
			POSTAGE FOR METER	733.99
			POSTAGE FOR METER	(1,196.77)
				<u>2,056.21</u>
12/3/2009	GEN 32775	RIO SUPPLY MICHIGAN METER INC	R900 METERS QTY 20	1,720.00
12/3/2009	GEN 32776	RWS OF MID MICHIGAN	GARBAGE/RECYCLING/YARD WASTE FY10	19,090.56
			NOV 09 FUEL/ENVIRO FEE	134.82
				<u>19,225.38</u>

12/3/2009	GEN 32777	SCHAEFER'S OFFICE SOURCE	OFFICE SUPPLIES	361.61
			ELECTION SUPPLIES	<u>358.24</u>
				719.85
12/3/2009	GEN 32778	SUBURBAN AUTO SUPPLY	TRANSMISSION FLUID	6.49
12/3/2009	GEN 32779	VALLEY PETROLEUM	NOV 09 FUEL USEAGE - DPW	788.40
12/3/2009	GEN 32780	VALLEY PETROLEUM	NOV 09 FUEL USEAGE - POLICE	1,347.38
12/3/2009	GEN 32781	VERIZON NORTH	11/13-12/12/09 635-4495	74.41
12/3/2009	GEN 32782	VERIZON NORTH	10/10-12/9/09 635-4464	433.35
12/10/2009	GEN 32783	ARROW UNIFORM RENTAL	MATS, SUPPLIES	26.75
			UNIFORMS, MATS, SUPPLIES, ENV.	<u>68.39</u>
				95.14
12/10/2009	GEN 32784	BASIC	COPAY/OFFICE VISIT KORTH	81.29
12/10/2009	GEN 32785	BRADYS BUSINESS SYSTEMS	11/28-2/27/09 COPY MACHINE MAINTENANCE	223.48
12/10/2009	GEN 32786	CARQUEST AUTO PART STORES	ANTIFREEZE/UNIVERSAL OIL/DIESEL FUEL SUP	94.06
12/10/2009	GEN 32787	CONSUMERS ENERGY	10/31-12/3/09 E 9099 MILLER RD	28.65
12/10/2009	GEN 32788	CONSUMERS ENERGY	11/1-11/30/09 TRAFFIC LIGHTS	374.41
12/10/2009	GEN 32789	CONSUMERS ENERGY	11/1-11/30/09 4324 MORRISH RD	45.71
12/10/2009	GEN 32790	CONSUMERS ENERGY	11/1-11/30/09 ELMS RD PARKING LOT	30.54
12/10/2009	GEN 32791	CONSUMERS ENERGY	11/1-11/30/09 SIRENS	23.00
12/10/2009	GEN 32792	CONSUMERS ENERGY	10/30-12/2/09 E 5361 WINSHALL DR	19.66
12/10/2009	GEN 32793	CONSUMERS ENERGY	10/31-12/2/09 A 8301 CAPPY LN	276.28
12/10/2009	GEN 32794	CONSUMERS ENERGY	10/30-12/2/09 A 5257 WINSHALL DR	19.66
12/10/2009	GEN 32795	CONSUMERS ENERGY	10/30-12/2/09 A 8059 FORTINO DR	29.54
12/10/2009	GEN 32796	CONSUMERS ENERGY	10/30-12/2/09 A 8100 CIVIC DR	1,426.54
12/10/2009	GEN 32797	CONSUMERS ENERGY	10/30-12/2/09 A 5121 MORRISH RD	409.94
12/10/2009	GEN 32798	CONSUMERS ENERGY	10/30-12/2/09 A 8083 CIVIC DR	708.81
12/10/2009	GEN 32799	CONSUMERS ENERGY	10/30-12/2/09 AE 8095 CIVIC DR	711.02
12/10/2009	GEN 32800	CONSUMERS ENERGY	10/30-12/2/09 A WINSHALL RESTROOMS	19.66
12/10/2009	GEN 32801	CONSUMERS ENERGY	10/30-12/2/09 A 8499 MILLER RD	15.96
12/10/2009	GEN 32802	CONSUMERS ENERGY	10/30-12/2/09 A 8011 MILLER RD	19.66
12/10/2009	GEN 32803	D & D TRUCK & TRAILER PARTS	BALDWIN FILTERS FOR PICKUP/DUMP TRUCK	84.28
12/10/2009	GEN 32804	DONALD KORTH	REBUILD COMPUTER IN SQUAD ROOM/VIRUS	225.00
			RESOLVE TAX PROG ISSUE/FREE UP NTWRK SPC	<u>187.50</u>
				412.50

12/10/2009	GEN 32805	GENESEE CTY DRAIN COMMISSIONER	NPDES PHASE II IMPL FEES 10/1-12/31/09	862.72
12/10/2009	GEN 32806	GILL ROYS HARDWARE	FLUSH LEVER	5.09
			RETURN FLUSH LEVER	(5.09)
			FLUSH TANK LEVER	6.49
			DISPOSER/TAILPIECE/ADAPTER	83.86
			GROUND SWITCH	1.78
			CONCRETE MIX (12)	47.76
			CONCRETE MIX RETURN (6)	(23.88)
			TYPE Y VACUUM CLEANER BAGS	7.49
			CABLE TIES	6.99
			MINI HOOK	8.78
			REPLACEMENT STRIP	11.97
			RETURN REPLACEMENT STRIP	(11.97)
			NOV 09 DISCOUNT	(4.56)
				<u>134.71</u>
12/10/2009	GEN 32807	HYDRO DESIGNS	WATER CROSS CONNECTION CONTROL AND COMPI	375.00
12/10/2009	GEN 32808	LEON BUNING	OCT-NOV 09 SERVICES	105.00
12/10/2009	GEN 32809	MI ASSOC OF CHIEFS OF POLICE	MACP MEMB DUES PERIOD ENDING 10/31/2010	100.00
12/10/2009	GEN 32810	MICHAEL R. SHUMAKER	AUG 09-OCT 09 HEALTH CARE REIMB	825.00
12/10/2009	GEN 32811	MUNICIPAL SUPPLY CO.	SHIPPING ON HYDRANT WRENCHES	6.00
12/10/2009	GEN 32812	PITNEY BOWES INC.	RED INK FOR POSTAGE METER	84.98
12/10/2009	GEN 32813	RICHARD ABRAMS	SMALL CITIES MTG/DINNER	43.12
12/10/2009	GEN 32814	RIO SUPPLY MICHIGAN METER INC	R900 METERS (20)/DIRECT MOUNT KIT (6)	1,788.05
12/10/2009	GEN 32815	SUBURBAN AUTO SUPPLY	16-14 GAUGE TERM/ELECTRICAL TAPE	5.77
12/10/2009	GEN 32816	SWARTZ CREEK AREA SENIOR CITZ.	REFUND INV #090004627 & #0900004549	5,519.50
12/17/2009	GEN 32817	AMERICAN MESSAGING	DEC 09 810-833-2563/810-833-1159	19.54
12/17/2009	GEN 32818	ARROW UNIFORM RENTAL	MATS, SUPPLIES	26.75
			UNIFORMS, MATS, SUPPLIES, ENV.	<u>80.59</u>
				107.34
12/17/2009	GEN 32819	BRADYS BUSINESS SYSTEMS	MAINT AGREEMENT COPY MACH 11/15-12/15/09	44.00
12/17/2009	GEN 32820	CAPITAL TIRE	(2) P225 60R18 EAG RSA TIRES	236.54
12/17/2009	GEN 32821	CONSUMERS ENERGY	10/30-12/2/09 A 5127 MORRISH RD	59.41
12/17/2009	GEN 32822	CONSUMERS ENERGY	11/4-12/7/09 A 4125 ELMS RD PAVILION	19.66
12/17/2009	GEN 32823	CONSUMERS ENERGY	11/3-12/4/09 E 4125 ELMS RD	29.94
12/17/2009	GEN 32824	CREEK AUTO SERVICES LLC	L.O.F. MONTHLY MAINT. 05-275	28.95

			REAR BRAKES & ROTORS 09-401	270.00
			L.O.F. MONTHLY MAINT/MT 2 TIRES 09-401	56.95
				<u>355.90</u>
12/17/2009	GEN 32825	DELTA DENTAL PLAN	JAN 10 DENTAL - RETIREES (3)	162.36
12/17/2009	GEN 32826	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	173.89
12/17/2009	GEN 32827	FLINT JOURNAL	COMM DEV CITIZEN NEEDS HEARING (CDBG)	53.20
			ORD NO. 405/FLOOD HAZARD AREAS	106.40
				<u>159.60</u>
12/17/2009	GEN 32828	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
12/17/2009	GEN 32829	LETAVIS ENTERPRISES INC.	19 VEH. WASHES @ 6/75 EACH	128.25
			12 VEH. WASHES @ 6.75 EACH	81.00
				<u>209.25</u>
12/17/2009	GEN 32830	M & M PAVEMENT MARKING	PAVEMENT STRIPING MILLER/MORRISH/BRISTOL	6,348.49
12/17/2009	GEN 32831	METCALF ELECTRIC INC	REPAIR DOWNTOWN X-MAS LIGHTS	154.00
12/17/2009	GEN 32832	MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL 2/1/10-1/31/11	3,140.00
12/17/2009	GEN 32833	NEXTEL COMMUNICATIONS	NOV 09 MONTHLY BILL	501.74
12/17/2009	GEN 32834	RIO SUPPLY MICHIGAN METER INC	R900 METERS (20)/ADAPTER/WALL ASSY (12)	1,919.18
12/17/2009	GEN 32835	SIMEN FIGURA & PARKER PLC	NOV 09 GEN'L/TRAFFIC/ORDIN	2,112.50
12/17/2009	GEN 32836	SNAPPY LAWN & LANDSCAPE	CLEAR CITY LOTS & WALKS	343.00
12/17/2009	GEN 32837	STATE OF MICHIGAN DEPT TRANS	ELMS RD PROGRESS BILLING #7	12,198.15
12/17/2009	GEN 32838	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	128.00
12/17/2009	GEN 32839	SWARTZ CREEK AREA FIRE DEPT.	NOV 09 MONTHLY RUNS	2,589.23
12/17/2009	GEN 32840	UNUM LIFE INSURANCE	JAN 10 LIFE INS SHANNON/SNELL	12.05
12/17/2009	GEN 32841	VERIZON NORTH	12/1-12/31/09 635-4401	115.05
12/17/2009	GEN 32842	VERIZON NORTH	12/4-1/3/10 635-4402	138.61
12/21/2009	GEN 32843	BLUE CARE NETWORK-EAST MI	JAN 10 RETIREE MEDICAN INS/KELLY	630.48
			JAN 10 RETIREE MEDICAL INS/PETRUCHA	1,450.11
			JAN 10 RETIREE MEDICAL INS/TYLER	630.48
			JAN 10 MEDICAL INS ADJ. JAWORSKI	478.18
				<u>3,189.25</u>

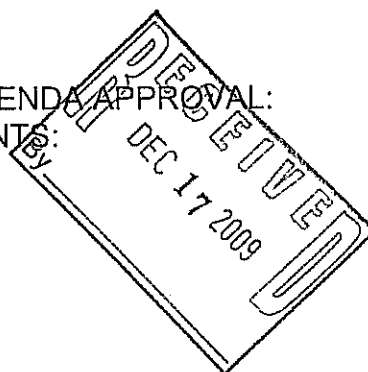
12/29/2009	GEN 32844	ARROW UNIFORM RENTAL	MATS, SUPPLIES	26.75
			UNIFORMS, MATS, SUPPLIES, ENV.	68.39
			MATS, SUPPLIES	26.75
			UNIFORMS, MATS, SUPPLIES, ENV.	68.39
				<u>190.28</u>
12/29/2009	GEN 32845	ASTA, BERNADINE	DEC BOR	1,917.99
12/29/2009	GEN 32846	C & H CONSTRUCTION CO INC	WATERMAIN REPAIR 5091 WINSTON	1,358.50
12/29/2009	GEN 32847	COMCAST BUSINESS	12/26/09-1/25/10 SERVICES	165.00
12/29/2009	GEN 32848	CONSUMERS ENERGY	12/3-12/11/09 E 5127 MORRISH FINAL BILL	16.54
12/29/2009	GEN 32849	DEE CRAMER	REPLACE BLOWER MOTOR AND CAP AT SR CTR	170.00
12/29/2009	GEN 32850	DELTA VISION	JAN 10 VISION - RETIREES	13.64
12/29/2009	GEN 32851	DETROIT SALT COMPANY	ROAD SALT AT \$49.72 PER TON	2,466.61
12/29/2009	GEN 32852	FLINT TOWNSHIP	SWR TRANS MAINT CHRG 42 UNITS	31.50
12/29/2009	GEN 32853	GEN CTY ROAD COMMISSION	OCT 09 S-MTCE/OPERATIONS	888.30
12/29/2009	GEN 32854	JOAN ADAMS	DEC BOR - PRE	939.90
12/29/2009	GEN 32855	KHALIL NEMER	JAN 10 MONTHLY RENT 5438 MILLER AMB BLD	758.34
12/29/2009	GEN 32856	KLM LANDSCAPE	PLANTING 50 TREES	5,950.00
12/29/2009	GEN 32857	LANDMARK APPRAISAL CO	ASSESSOR SERVICES NOV 1, 2009-OCT 31, 20	2,233.33
12/29/2009	GEN 32858	PRINTING SYSTEMS	VOTR ID CARDS (750)/QVF MSTR CARDS (750)	75.42
12/29/2009	GEN 32859	ROWE PROFESSIONAL SERVICES CO	MORRISH RD CONSTRUCTION ENGINEERING	12,128.25
			MORRISH RD CONSTRUCTION ENGINEERING	3,591.25
				<u>15,719.50</u>
12/29/2009	GEN 32860	ROWE PROFESSIONAL SERVICES CO	SANITARY SEWER MAPPING	116.00
12/29/2009	GEN 32861	SCHAEFER'S OFFICE SOURCE	INDEX TABS	6.18
			OFFICE SUPPLIES/TONER CARTRIDGES	413.50
			TISSUE/TOWELS	194.47
				<u>614.15</u>
12/29/2009	GEN 32862	SHULTS EQUIPMENT	CARBIDE BLADES FOR TRUCKS QTY 6	1,589.76
12/29/2009	GEN 32863	VERIZON NORTH	12/13/09-1/12/10 635-4495	73.18
12/29/2009	GEN 32864	VERIZON NORTH	12/10/09-1/9/10 635-4464	408.01
				<u>315,858.91</u>
TOTAL OF 104 Checks:				315,858.91



DATE: DECEMBER 21, 2009  
TIME: 6:00 PM (NOTE: Earlier start time to accommodate City Council)  
LOCATION: STATION 1  
SUBJECT: SWARTZ CREEK AREA FIREBOARD AGENDA



- I. CALL TO ORDER
  - A. PLEDGE OF ALLEGIANCE
  - B. ROLL CALL
  - C. ADDITIONS/CHANGES/DELETIONS AND AGENDA APPROVAL:
  - D. SPECIAL PRESENTATIONS/ANNOUNCEMENTS:
  
- II. APPROVAL OF MINUTES
  - A. NOVEMBER 16, 2009 MEETING:
  
- III. CORRESPONDENCE:
  - A. NOVEMBER INCIDENT SUMMARY REPORT:
  
- IV. PROFESSIONAL SERVICE REPORTS:
  - A. NOVEMBER FINANCIAL REPORT:
  
  - B. NOVEMBER BILLS LIST
  
- V. COMMITTEE REPORTS:
  - A. BY-LAWS COMMITTEE - Chairman Rick Cloinger, Richard Derby, Bill Cavanaugh and Brent Cole:  
*On November 23, 2009, communications was sent to both Clayton Township and Swartz Creek requesting approval to change the By Laws to include the position of Sergeant.*
  
  - B. HEALTH AND SAFETY COMMITTEE: Chairman Greg Childers (Members Chief Cole, Assistant Chief Merriam, Captain Tabit, Lieut. Jones & FF VanArsdale)  
*Results of the meeting held Thursday, December 17, 2009 starting at 7PM.*
  
  - C. PERSONNEL COMMITTEE: Chairman Ray Thornton, Richard Derby and David Hurt.
  
  - D. FIRE AGREEMENT COMPLIANCY COMMITTEE: Chairman Dave Hurt, Richard Derby, Ray Thornton and Attorney Bill Cavanaugh.  
Report from the meeting held on December 4, 2009:



VI. OLD BUSINESS:

A. APPARATUS UPDATE from Battalion Chief Jack King-

1. Apparatus status report attached

B. ANNUAL AUDIT QUOTES (*postponed from the November 16, 2009 meeting*):

Kim Borse has requested quotes for our annual audit from a period of 2009 through 2011 (3 years). The deadline for the quotes is (was) November 13.

Presentation of quotes from Kim Borse:

Quotes were requested from the following Flint area vendors: Roy Noye & Associates, Taylor & Morgan, Conly & Johnson, Daig & Daig, Plante & Moran, and Yeo & Yeo. Only two vendors replied. Three vendors replied in writing that there were not interested in providing a quote. One vendor was not heard from.

Vendor	2009	2010	2011
Roy Noye & Assoc	Estimate \$2,300	Estimate \$2,300	Estimate \$2,300
Taylor & Morgon	\$3,900	\$4,100	\$4,300

VII. NEW BUSINESS:

A. ANNUAL AIR COMPRESSOR MAINTENANCE: Quotes have been received from 4 vendors for NFPA and manufacturer compliance maintenance. Quotes include one complete maintenance every 6 months and 2 additional air samples in between. These 2 additional air samples will be conducted by the SCAFD to help save money. The quote does not include any repairs. The following was received.

Vendor	Amount
Breathing Air Systems, Michigan Center, MI	1,161.80
R&R Fire Truck Repair, Northville, MI	968.04
Southeast Equipment, Tory, MI	930.00
West Shore Fire, Allendale, MI	1,490.80

**Chief Cole requests permission to allow Southeast Equipment to maintain our breathing air compressor for one year for a total \$930.00.**

B. EXTRICATION EQUIPMENT ANNUAL MAINTENANCE: Attached is quote from LTM Fire Equipment Sales & Service to annual maintain our extrication tools and pumps. They are the only Amkus maintenance company in Michigan. West Shore use to handle this, but discontinued the service.

**Chief Cole requests permission to have LTM Fire Equipment Sales and Service perform the annual maintenance on all Amkus tools and pumps for a total of \$1,500.00.**

C.

D.

VIII. GENERAL INFORMATION:

A. MUNICIPAL BILLINGS for November

B. MEMBERS FOR PLACEMENT ON PROBATION: none

C. MEMBERS ELIGIBLE TO COME OFF PROBATION: none

D. MEMBERS RESIGNING/TERMINATING: none

E. MEMBERS ELIGIBLE FOR REINSTATEMENT: none

F. The flower fund balance is currently \$30.00.

G. SOG's 426, 602 & 603 copies indicating corrections and clean.

H. Letter from Blumerich Communications and check photo copy indicating finalization of mobile and portable radio disposal.

I. Bankruptcy letter received December 14, 2009 associated with Air Source One.

J.

IX. OPEN TO THE PUBLIC:

X. COMMENTS OF FIRE DEPARTMENT PERSONNEL (THROUGH THE CHIEF AND/OR HIS DESIGNATE:

XI. CHAIN OF COMMAND APPEAL TO THE FIREBOARD:

XII. COMMENTS FROM FIREBOARD MEMBERS:

XIII. MEETING ADJOURNMENT:

# REGULAR MEETING

NOVEMBER 16, 2009

## SWARTZ CREEK AREA FIRE DEPARTMENT

The regular meeting of the Swartz Creek Area Fire Board was held at Station #2, November 16, 2009. Chairman, Mike Messer, called the meeting to order at 7:01p.m.

### I. CALL TO ORDER:

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

### Board Members Present:

- Chairman, Mike Messer
- Clayton Representative, Richard Derby
- Clayton Representative, Greg Childers
- Clayton Representative, Norvel Johnson
- City Representative, Rick Clolinger
- City Representative, Ray Thornton
- City Representative, Dave Hurt

### Board Members Absent:

### Staff Present:

- Fire Chief, Brent Cole
- Asst. Chief, Eric Merriam
- Acct./Clerical, Kim Borse
- Attorney, Bill Cavanaugh

### Staff Absent:

### Others Present:

- Jack King, Batt. Chief
- Rich Tesner, Lieutenant
- Lori Tesner, Clayton Twp
- Karen Merriam, Firefighter

### C. AGENDA: ADDITIONS/CHANGES/DELETIONS/APPROVAL:

- **Resolution 111609-01**

Motion by Norvel Johnson

Second by Rick Clolinger

The SCAFD Board does hereby approve the update of VII. G. to the agenda and approve the agenda as amended.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None

Motion declared carried

### D. SPECIAL PRESENTATION:

*Lt. Tesner reported on the results of the Uniform quotes*

### II. APPROVAL OF MINUTES

#### A. OCTOBER 19, 2009 BOARD MEETING

- **Resolution 111609-02**

Motion by Dave Hurt

Second by Rick Derby

The SCAFD Board does hereby approve the minutes of the October 19, 2009 board meeting, as presented.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None

Motion declared carried

### III. CORRESPONDENCE:

#### A. OCTOBER INCIDENT SUMMARY REPORT:

- **Resolution 111609-03**

Motion by Rick Derby

Second by Dave Hurt

The SCAFD Board does hereby accept the October 2009 Incident Summary, as presented

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None

Motion declared carried

### IV. PROFESSIONAL SERVICE REPORTS:

#### A. OCTOBER FINANCIAL STATEMENT:

- **Resolution 111609-04**

Motion by Norvel Johnson

Second by Greg Childers

The SCAFD Board does hereby approve the October 2009 financial statement, as presented

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None

Motion declared carried

B. OCTOBER BILLS LIST:

- Resolution 111609-05  
Motion by Dave Hurt  
Second by Norvel Johnson

The SCAFD Board does hereby approve the October 2009 bills list, as presented.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried

**V. COMMITTEE REPORTS:**

A. BY-LAWS COMMITTEE MEETING:

- Resolution 111609-06  
Motion by Dave Hurt  
Second by Rick Clolinger

The SCAFD Board does hereby approve the addition of Sergeants positions to the By-laws and forward the matter to the municipalities for approval.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried

B. HEALTH & SAFETY COMMITTEE: NONE

C. PERSONNEL COMMITTEE: NONE

**VI. OLD BUSINESS**

A. APPARATUS UPDATE:

1. Monthly report from Batt. Chief King

B. ITEMS FOR DISPOSAL:

- Resolution 111609-07  
Motion by Dave Hurt  
Second by Norvel Johnson

The SCAFD Board does hereby approve the sale of the remaining radios to Blumerich's Communication for \$1.00 each to finalize the disposal of outdated radios

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried

- Resolution 111609-08  
Motion by Dave Hurt  
Second by Rick Derby

The SCAFD Board does hereby direct staff to include the items disposed of on the inventory report

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried

C. FIRE AGREEMENT STATUS: A compliance committee was formed to review the agreement. Chairman Dave Hurt, members: Rick Derby, Ray Thornton. Atty Cavanaugh's attendance was requested

- Resolution 111609-09  
Motion by Greg Childers  
Second by Norvel Johnson

The SCAFD Board does hereby send the agreement to committee for compliance

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried

D. UNIFORM QUOTE:

- Resolution 111609-10  
Motion by Ray Thornton  
Second by Norvel Johnson

The SCAFD Board does hereby approve the purchase of uniforms from Allie Brothers at a cost of \$180.79 or 190.79 (oversize) each.

- Resolution 111609-10  
Motion by Dave Hurt  
Second by Norvel Johnson

The SCAFD Board does hereby amend the motion to state at a cost not to exceed \$3,000.00.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried  
YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer  
NO: None Motion declared carried

**VII. NEW BUSINESS**

A. NEW MEMBER(S) TO BE PLACED ON PROBATION: NONE

B. MEMBER TO COME OFF PROBATION: NONE

C. MEMBERS RESIGNING/TERMINATING: NONE

D. MEMBERS ELIGIBLE FOR REINSTATEMENT: NONE

E. MINITOR V PAGER PURCHASE

• Resolution 111609-12

Motion by Dave Hurt

Second by Rick Clolinger

The SCAFD Board does hereby approve the purchase of 5 Minitor V pagers from Blumerich Communications in the amount of \$1,997.00 including shipping.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None Motion declared carried

F. 2010 FIREBOARD MEETING SCHEDULE:

• Resolution 111609-13

Motion by Norvel Johnson

Second by Dave Hurt

The SCAFD Board does hereby approve the 2010 meeting schedule as presented.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None Motion declared carried

G. AUDIT QUOTES:

• Resolution 111609-14

Motion by Ray Thornton

Second by Rick Derby

The SCAFD Board does hereby postpone this matter until the next regular fireboard meeting.

YES: Childers, Clolinger, Derby, Hurt, Johnson, Thornton, Messer

NO: None Motion declared carried

VIII. GENERAL INFORMATION

A. MUNICIPAL BILLINGS

B. FLOWER FUND IS CURRENTLY \$30.00

C. 25<sup>th</sup> ANNUAL CHRISTMAS PARADE: December 5, 2009, 6pm

D. SOG 413

E. SWARTZ CREEK MIDDLE SCHOOL THANK YOU

IX. OPEN TO THE PUBLIC: NONE

X. COMMENTS OF FIRE DEPARTMENT PERSONNEL, THROUGH THE CHIEF: NONE

XI. CHAIN OF COMMAND APPEAL TO THE FIRE BOARD: NONE

XII. COMMENTS OF THE FIREBOARD:

Hurt: None

Thornton: Recognizes Lt. Tesner for his work on the uniform specifications

Recognizes Chief Cole for being named Trainer of the Year in the Eastern region

Childers: Ditto

Chief Cole received a certificate of recognition from the Township for being named Trainer of the Year

Johnson: Ditto

Derby: Echoes sentiments to Lt. Tesner and Chief Cole

Clolinger: Thanked Lt. Tesner for his work on the uniforms last month and will again this month

Informed the board that Veronica Seibel passed away

Messer: Echoes se Echoes sentiments to Lt. Tesner and Chief Cole

XIII. ADJOURNMENT OF MEETING:

Meeting adjourned at 7:55 p.m. The next regular meeting will be 12/21/09 at Station 1 at 6:00 pm

MIKE MESSER  
CHAIRMAN  
SWARTZ CREEK AREA FIRE BOARD

KIM BORSE  
ACCOUNTING/CLERICAL SPECIALIST  
SWARTZ CREEK AREA FIRE DEPT.

## SWARTZ CREEK AREA FIRE DEPT, SWARTZ CREEK MICHIGAN 48473

Incident Log for 11/01/2009 through 11/30/2009

Printed: 12/10/2009

Inc. No. - Exp. Location	Date	Disp. Time	Sta. Incident Type	No. Resp Prop. Loss	Disp. to Enrte. Min.	Resp. Min. Cont. Loss	Total Hr:Min:Sec
Involved Name			Owner Name		Officer in Charge		
0000145-000 2104 Beach	11/01/2009	06:29	12 111 Tanker request to Flint	20 \$ 0	0.00	21.00 \$ 0	1:06:00
					MERRIAM, ERIC M - ASSISTANT		
0000146-000 2377 Lost Creek DR MR Clyde Schultz	11/03/2009	08:55	2 531 Odor investigation	20 \$ 0	0.00	8.00 \$ 0	0:48:00
			MR Clyde Schultz		Tesner, Richard R - LIEUTENANT		
0000147-000 8103 Miller RD MRS Jodi Honkinan	11/03/2009	10:51	1 112 Baby monitor chgr fire; structure	13 \$ 1,000	0.00	7.00 \$ 500	0:23:00
			MRS Jodi Honkinan		KING, JACK L - BATT CHIEF		
0000148-000 5248 S Morrish RD MR Brad Milbourne	11/04/2009	14:23	1 561 Unauthorized burning	10 \$ 0	0.00	10.00 \$ 0	0:59:00
			MR Brad Milbourne		KING, JACK L - BATT CHIEF		
0000149-000 7084 Miller RD MS Carissa Quinn (Manager)	11/07/2009	16:54	1 745 Alarm system activation, no fire -	14 \$ 0	0.00	7.00 \$ 0	0:34:00
			MS Carissa Quinn (Manager)		KING, JACK L - BATT CHIEF		
0000150-000 7326 Lennon RD MR David Griwatsch	11/07/2009	19:03	1 561 Open burning; dsptch as Structure	20 \$ 0	0.00	8.00 \$ 0	1:02:00
			MR David Griwatsch		KING, JACK L - BATT CHIEF		
0000151-000 7084 Miller RD MR Dan Kruzorski	11/08/2009	14:01	1 745 Alarm system activation, no fire -	19 \$ 0	0.00	8.00 \$ 0	0:23:00
					KING, JACK L - BATT CHIEF		
0000152-000 6420 Turner RD	11/10/2009	19:54	12 611 AMA to Flushing; canceled	24 \$ 0	0.00	0.00 \$ 0	0:24:00
0000153-000 8024 Miller RD MR Robert Fortino	11/14/2009	02:51	1 131 Passenger vehicle fire	23 \$ 0	0.00	3.00 \$ 0	0:59:00
			MR Robert Fortino		KING, JACK L - BATT CHIEF		
0000154-000 4101 S Sheridan RD MS Tiffany Kehl (Daughter of Pt)	11/16/2009	04:51	1 311 Ambulance Lift Assist	16 \$ 0	0.00	13.00 \$ 0	0:49:00
			MS Tiffany Kehl (Daughter of Pt)		KING, JACK L - BATT CHIEF		
0000155-000 10225 McEnrue RD MR Gary Dieck	11/20/2009	08:26	1 142 Brush fire	12 \$ 0	0.00	8.00 \$ 0	0:26:00
			MR Gary Dieck		KING, JACK L - BATT CHIEF		
0000156-000 8418 Gallant Fox TRL William Murphy	11/22/2009	16:38	12 611 AMA to Flushing, canceled	24 \$ 0	0.00	0.00 \$ 0	0:17:00
			William Murphy		MERRIAM, ERIC M - ASSISTANT		
0000157-000 9392 Calkins RD MR Dallas Chathey	11/23/2009	14:04	2 151 Trash next to a bldg	13 \$ 300	0.00	9.00 \$ 0	0:36:00
			MR James Chathey		COLE, BRENT D - CHIEF		

Incident Log for 11/01/2009 through 11/30/2009

Inc. No. - Exp. Location	Date	Disp. Time	Sta. Incident Type	Owner Name	No. Resp Prop. Loss	Disp. to Enrte. Min.	Resp. Min. Cont. Loss	Officer in Charge	Total Hr:Min:Sec
0000157-001 9392 Calkins RD	11/23/2009	14:04	2 111 Exposure from trash		\$ 300	0 0.00	9.00	0 \$ 0 COLE, BRENT D - CHIEF	0:36:00
0000158-000 3335 S Seymour RD MR Victor Kietzman	11/27/2009	12:07	1 611 Tier 1 Lift Assist (canceled)	MR Victor Kietzman	\$ 0	13 0.00	1.00	0 \$ 0 KING, JACK L - BATT CHIEF	0:17:00
Incidents by Shift Including Exposures									
	No. Resp.	Total Hr:Min	Prop. Loss	Cont. Loss	0	1	2	3	4
Totals:	241	9:39:00	\$ 1,600	\$ 500	0	9	4	2	0

The total number of incidents, including exposure fires is 15.

The number of exposure fires is 1.



SWARTZ CREEK AREA FIRE DEPARTMENT  
Income/Expense Report  
For the Eleven Months Ending November 30, 2009

	Description	Current Mth	Y-T-D	Budget	Remain.Budget	% Budget
<b>Revenues</b>						
3582	OPERATING CONTRIBU	4,298.17	250,635.72	251,860.00	1,224.28	(1.00)
3583	EQUIPMENT CONTRIBU	0.00	45,840.00	45,840.00	0.00	(1.00)
3628	MISC. INCOME (SUNDR	0.00	15.00	0.00	(15.00)	0.00
3630	GRANT INCOME	0.00	0.00	0.00	0.00	0.00
3664	INVESTMENT INCOME	13.36	125.59	300.00	174.41	(0.42)
3673	SALE OF FIXED ASSETS	0.00	229.25	0.00	(229.25)	0.00
	<b>Total Revenues</b>	<b>4,311.53</b>	<b>296,845.56</b>	<b>298,000.00</b>	<b>1,154.44</b>	<b>(1.00)</b>
<b>Expenses</b>						
4703	SOCIAL SECURITY	929.24	11,057.51	11,500.00	442.49	0.96
4704	STAFF SALARIES	3,387.52	37,231.22	45,750.00	8,518.78	0.81
4705	MAIN/TRAIN-SALARIES	3,210.61	12,854.11	15,000.00	2,145.89	0.86
4706	OFFICER SALARIES	1,250.00	12,500.00	15,000.00	2,500.00	0.83
4707	FIREFIGHTERS SALARY	4,298.21	69,093.31	74,000.00	4,906.69	0.93
4708	DEFERRED COMPENSA	290.25	3,054.00	5,900.00	2,846.00	0.52
4709	MEDICAL-FIREFIGHTER	0.00	4,590.00	6,700.00	2,110.00	0.69
4727	OFFICE SUPPLIES	121.80	1,308.91	2,900.00	1,591.09	0.45
4728	BUILDING SUPPLIES	118.51	1,289.02	900.00	(389.02)	1.43
4740	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
4741	EQUIPMENT SUPPLIES	882.76	7,211.84	8,650.00	1,438.16	0.83
4801	CONTRACT SERVICES	110.00	3,292.18	7,700.00	4,407.82	0.43
4820	80th Anniversary	0.00	0.00	0.00	0.00	0.00
4850	COMMUNICATIONS	232.02	2,822.82	4,200.00	1,377.18	0.67
4910	INSURANCE	0.00	26,235.00	29,900.00	3,665.00	0.88
4920	UTILITIES	1,016.90	10,681.01	17,000.00	6,318.99	0.63
4960	EDUCATION & TRAININ	75.00	2,787.13	7,060.00	4,272.87	0.39
4970	OFFICE EQUIPMENT	0.00	2,158.99	240.00	(1,918.99)	9.00
4976	FIRE EQUIPMENT	15,710.00	17,115.49	23,500.00	6,384.51	0.73
4978	FIRE EQUIP.-MAINT/REP	571.33	6,191.89	18,700.00	12,508.11	0.33
4979	FIRE EQUIPMENT-UPGR	0.00	244.96	1,750.00	1,505.04	0.14
4981	APPARATUS	0.00	0.00	0.00	0.00	0.00
4982	Loose Equip. New Apparatu	0.00	0.00	0.00	0.00	0.00
4983	Misc. Upgrades	0.00	0.00	0.00	0.00	0.00
4984	COMPUTER EQUIPMEN	0.00	89.97	900.00	810.03	0.10
4988	COMPUTER SOFTWARE/	0.00	608.95	750.00	141.05	0.81
4999	RESERVE	0.00	0.00	0.00	0.00	0.00
	<b>Total Expenses</b>	<b>32,204.15</b>	<b>232,418.31</b>	<b>298,000.00</b>	<b>65,581.69</b>	<b>0.78</b>
	Net Income/<Loss>	(27,892.62)	64,427.25	0.00		
3400	FUND BALANCE-Beginni	0.00	28,182.61	0.00		
	Fund Balance-End of Year	(27,892.62)	92,609.86	0.00		

**SWARTZ CREEK AREA FIRE DEPARTMENT  
BILLS PAID LIST**

					30-Nov-09
DATE:	CHECKS	PAYEE:	AMT	ACCT	TRANSACTION DESCRIPTION
11/2/2009	15243	ALPHA SOURCE	\$456.00 \$9.95	4741 4727	PAGER/RADIO BATTERIES SHIPPING
11/2/2009	15244	CLAYTON TWP	\$85.07	4920	SEWER-STA 2 (2 MONTHS)
11/2/2009	15245	DOUGLASS SAFETY	\$45.00 \$8.93	4978 4727	FACE MASK REPAIR SHIPPING
11/2/2009	15246	SCAFA	\$407.00 \$17.84	22024 22025	ASSOC. DUES ASSOC. PAGERS
11/2/2009	15247	FRIEND OF THE COURT	\$7.17	22026	FRIEND OF THE COURT
11/2/2009	15248	ICMA	\$583.93	22023	DF COMP EE PORTION
		(INTERNL CITY/COUNTY MGT ASSOC.)	\$290.25	4708	DF COMP ER PORTION
11/2/2009	15249	TRUDY ONORE	\$50.00	4801	CLEAN STA 1
11/2/2009	15250	PAYROLL	\$6,779.25	1002	PAYROLL-FF
11/9/2009	15251	CHASE BANK	\$2,153.22	22021	10/09 SOC. SEC.
11/9/2009	15252	CONSUMERS ENERGY	\$284.18	4920	UTILITIES-STA 2
11/9/2009	15253	GIL ROYS	\$4.29	4741	EQUIPMENT SUPPLIES
11/9/2009	15254	MI STATE FIREMENS ASSOC	\$75.00	4960	DEPT MEMBERSHIP
11/9/2009	15255	SCOTT TIRES	\$12.50	4978	FLAT REPAIR 41-17
11/9/2009	15256	STATE OF MICHIGAN	\$337.18	22022	10/09 STATE TAX
11/9/2009	15257	SUBURBAN AUTO	\$38.09	4741	LIGHTS & SUPPLIES
11/9/2009	15258	VALLEY PETROLEUM	\$88.40	4741	FUEL
11/16/2009	15259	CITY OF SWARTZ CREEK	\$647.65	4920	UTILITIES-STA 1
11/16/2009	15260	CLARK FIRE & SAFETY	\$260.00	4978	HYDROSTATIC TESTING
11/16/2009	15261	COMCAST	\$188.85	4850	PHONE/INTERNET-STA 1
11/16/2009	15262	EMERGENCY MEDICAL PROD	\$19.38 \$10.50	4978 4727	LATEX GLOVES SHIPPING
11/16/2009	15263	FIRE SERVICE MGT	\$44.50 \$16.95	4978 4727	FIRE GEAR REPAIR SHIPPING
11/16/2009	15264	ICMA	\$69.42	22023	DF COMP EE PORTION
11/16/2009	15265	PAYROLL	\$1,175.67	1002	PAYROLL-STAFF
11/16/2009	15266	VISA	\$118.51 \$13.06 \$27.73 \$110.00	4728 4727 4741 4976	PRODUCTS/SCISSORS/BATTERIES SHIPPING HOSE RACK STA 2 SAFETY SIGNS
11/30/2009	15267	CHARTER COMMUNICATIONS	\$43.17	4850	PHONE-STA 2
11/30/2009	15268	DOUGLASS SAFETY	\$15,600.00 \$48.36	4976 4727	TURNOUT GEAR SHIPPING
11/30/2009	15269	HEIMAN INC	\$189.95 \$14.05	4978 4727	T SHAPED TANK 41-12 SHIPPING
11/30/2009	15270	ICMA	\$69.42	22023	DF COMP EE PORTION
11/30/2009	15271	LOWES	\$142.16	4741	EQUIPMENT SUPPLIES/BATTERIES 41-12
11/30/2009	15271	TRUDY ONORE	\$60.00	4801	CLEAN STA 1

**SWARTZ CREEK AREA FIRE DEPARTMENT  
BILLS PAID LIST**

11/30/2009	15272	PAYROLL	\$988.12	1002	PAYROLL-STAFF
11/30/2009	15272	VALLEY PETROLEUM	\$126.09	4741	FUEL
			(\$2,153.22)	22021	10/09 SOC SEC PAYABLE
			(\$337.18)	22022	10/09 STATE TAX PAYABLE
			\$2,555.61	22021	11/09 SOC SEC PAYABLE
			\$422.15	22022	11/09 STATE TAX PAYABLE
		TOTAL	\$32,204.15		
VOID CHECKS:					

AS OF: December 16, 2009  
 TO: Swartz Creek Area Fireboard  
 RECORDED BY: Fire Chief Brent Cole  
 SUBJECT: Current Apparatus Readiness Status

Unit	Type	Assignment	Status
11	98 Pumper	Station 1	In service.
12	91 Pumper	Station 1	In service.
16	91 Squad	Station 1	In service.
17	79 Grass Rig	Station 1	In service.
21	99 Pumper	Station 2	In service.
23	92 Tanker	Station 2	In service.

**Nov. 17:** AC Merriam meet with claims adjustor.

**Dec. 1:** After receiving email from Kim Riddle, Front Line, she called to set up an appointment to have unit inspected. Put Eric on conference call and set up Friday, 12/04 at 0900, station 2.

**Dec. 2:** Received message from Roon indicating have Front Line call him with price once inspected for him to contact Midwest Claims. He can be contacted at 616-490-5778. Sent email to Kim Riddle, Front Line to advise.

**Dec. 16:** Email sent to Kim Riddle, Front Line, for an update on the status of repair.

26	93 Squad	Station 2	In service.
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**Nov. 4:** Radiator hose leave was discovered. Engineered Victories (formerly Precision Auto) was contacted with unit to be taken there Monday, December 17 for replacement and radiator flush if needed.

**Nov. 7:** Radiator was repaired, flushed and filed.

27	79 Grass Rig	Station 2	In service.
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SWARTZ CREEK AREA FIRE DEPARTMENT  
 8100 B CIVIC DRIVE  
 SWARTZ CREEK, MI 48473

# INVOICE

Invoice Number: 121009  
 Invoice Date: Dec 10, 2009  
 Page: 1

Duplicate

Voice: 810/635-2300  
 Fax: 810/635-7461

Bill To:	Ship to:
CITY OF SWARTZ CREEK 8083 CIVIC DRIVE SWARTZ CREEK, MI 48473	

Customer ID	Customer PO	Payment Terms
CITY01		Due at end of Month
Sales Rep ID	Shipping Method	Ship Date
	Courier	12/31/09

Quantity	Item	Description	Unit Price	Amount
200.13	FIRE02	FIRE SERVICE 11/2009	12.94	2,589.23

Subtotal	2,589.23
Sales Tax	
Total Invoice Amount	2,589.23
Payment/Credit Applied	
TOTAL	2,589.23

Check/Credit Memo No:

2589.23

10

SWARTZ CREEK AREA FIRE DEPARTMENT  
 8100 B CIVIC DRIVE  
 SWARTZ CREEK, MI 48473

# INVOICE

Invoice Number: 121010  
 Invoice Date: Dec 10, 2009  
 Page: 1

Duplicate

Voice: 810/635-2300  
 Fax: 810/635-7461

Bill To:	Ship to:
CLAYTON TOWNSHIP 2011 MORRISH ROAD SWARTZ CREEK, MI 48473	

Customer ID	Customer PO	Payment Terms
CLAY01		Due at end of Month
Sales Rep ID	Shipping Method	Ship Date
	Courier	12/31/09

Quantity	Item	Description	Unit Price	Amount
187.13	FIRE02	FIRE SERVICE 11/2009	12.83	2,400.22

Subtotal	2,400.22
Sales Tax	
Total Invoice Amount	2,400.22
Payment/Credit Applied	
TOTAL	2,400.22

Check/Credit Memo No:

2400.22

GUIDELINE: #426

ADOPTED: January 01, 2002

REVIEWED: 11/13/2007

REVISED: 11/18/07, 04/07/2009, 11/22/2009

SUBJECT: PERSONNEL GUIDELINES: Alarm Attendance Percentage Requirements

PURPOSE: To establish a minimum alarm attendance guideline.

OBJECTIVE: To establish specific guidelines for the administration, posting, and issues associated with this guideline. To provide a mechanism that may increase the proficiency of SCAFD Firefighters.

1. The minimum alarm response percentage required of all firefighters, radio operators, and support personnel shall be twenty-five percent (25%).
2. On a monthly basis, personnel will have their attendance calculated by the Accounting/Clerical Specialist.
3. The list will be posted at each station and will include all personnel.
4. Each person will be responsible for submitting their work schedule to the Acct/Clerical Specialist; those with diverse schedules must have their schedules submitted to the Acct/Sec Specialist no later than the 2<sup>nd</sup> day of the proceeding month.  
*(Note: Once the percentages are calculated and letters are sent out, those failing to comply with this SOG ~~will not~~ ~~changes will be made to the allowed members~~ **changes** to bring their percentage up, unless it is determined the error was made ~~on~~ **by** the Officer sending the letter or the Acct/Clerical Specialist. Failure to submit your availability on time will not constitute a change)*
5. Any alarm that is received during the shift you are assigned to will not be counted towards your overall percentage. If you should respond during your assigned shift, you will be given credit for the response and it will be included in your overall percentage.
6. It shall be the responsibility of each person to advise the Acct/Clerical Specialist of shift changes.
7. Other situations that may constitute non-responsibility for a particular alarm include:
  - A. Sick leave (slip from your doctor will be required to report back to active duty)
  - B. Leave of absence (officially in writing)
  - C. Extraordinary circumstances may be reviewed on a case by case basis by the Chief and Responsible Officer
  - D. For those alarms deemed single station, as spelled out in the directive from the Fire Chief dated November 22, 2009.**
8. Abuse of the list above may constitute a formal review of the individual's status by an Officer or Fire Chief.
9. On a quarterly basis, the officer assigned to enforce this SOG will also review overall responses and availability to alarms of each personnel. If it is found that on a regular basis the availability and response of any personnel ~~is such that it is not allowing for adequate~~ **does not allow said person adequate** time for the SCAFD, ~~that~~ information will be passed along to the Fire Chief to be addressed on a case by case basis.

*Note: It is hoped that that each person shall evaluate his/her own situation and address the issue before it is taken to this level.*

10. Infractions shall be dealt with as prescribed in SOG 420; Discipline. If discipline is needed, the period of time that will constitute enforcement will be on a quarterly basis of January 1 to March 31, April 1 to June 30, July 1 to September 30, October 1 to December 31.

COMMENT: The intent of this SOG is to provide a mechanism that will foster an acceptable proficiency level for firefighting and support personnel. If commitments outside of the SCAFD do not allow you to fulfill this SOG, then a self-evaluation should be conducted. A face-to-face discussion with the Fire Chief may resolve any questions as to individual deficiencies.

SOG426

11/09

Page 1/1

GUIDELINE: #426

ADOPTED: January 01, 2002

REVIEWED: 11/13/2007

REVISED: 11/18/07, 04/07/2009, 11/22/2009

SUBJECT: PERSONNEL GUIDELINES: Alarm Attendance Percentage Requirements

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*(Note: Once the percentages are calculated and letters are sent out, those failing to comply with this SOG will not be allowed changes to bring their percentage up, unless it is determined the error was made by the Officer sending the letter or the Acct/Clerical Specialist. Failure to submit your availability on time will not constitute a change)*
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  - A. Sick leave (slip from your doctor will be required to report back to active duty)
  - B. Leave of absence (officially in writing)
  - C. Extraordinary circumstances may be reviewed on a case by case basis by the Chief and Responsible Officer
  - D. For those alarms deemed single station, as spelled out in the directive from the Fire Chief dated November 22, 2009.
8. Abuse of the list above may constitute a formal review of the individual's status by an Officer or Fire Chief.
9. On a quarterly basis, the officer assigned to enforce this SOG will also review overall responses and availability to alarms of each personnel. If it is found that on a regular basis the availability and response of any personnel does not allow said person adequate time for the SCAFD, information will be passed along to the Fire Chief to be addressed on a case by case basis.

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COMMENT: The intent of this SOG is to provide a mechanism that will foster an acceptable proficiency level for firefighting and support personnel. If commitments outside of the SCAFD do not allow you to fulfill this SOG, then a self-evaluation should be conducted. A face-to-face discussion with the Fire Chief may resolve any questions as to individual deficiencies.

SOG426

11/09

Page 1/1

GUIDELINE: #602

ADOPTED: October 24, 1993

REVIEWED: 04/18/09, 11/19/09

REVISED: 09/24/96, 12/31/96, 08/10/99, 05/29/02, 02/23/05, 03/07/05, 05/02/2006, 04/18/2009, 08/23/2009, 11/22/09

SUBJECT: COMMUNICATIONS/RESPONSE: Apparatus Response

PURPOSE: To establish guidelines for appropriate apparatus response

OBJECTIVE: To establish the proper apparatus and order of apparatus response to specific types of incidents

1. When a call for an emergency, or non-emergency, incident is received by the SCAFD the apparatus and personnel response shall be predicated upon the following factors:
  - A. Safety and well being of SCAFD employees AND the citizens of the SCAFD fire district.
  - B. Movement of appropriate apparatus and equipment sufficient to initiate mitigation efforts on the emergency scene.
2. Apparatus shall respond according to the current "Apparatus Response Schedule" as posted at each station.
3. Apparatus shall respond in the order listed on the Apparatus Response Schedule.
4. Class A pumper shall be used as the main pumper on all structure fires.
5. Department personnel are required to ride within enclosed cabs on all apparatus.
6. Apparatus shall leave the station with a minimum of three (3) department personnel whenever possible.
7. Squad 16 and Squad 26 shall be used to transport manpower whenever possible.
8. The first apparatus at the hydrant shall set up the hydrant for use for the duration of the incident.
9. Direct response authorized personnel shall comply with the incident direct response directive or future drafted SOG, whichever applies
10. Those direct responders shall not respond to a fire district scene until all units required to respond have done so.
11. Under no circumstances shall personnel respond to incident emergencies, whether potential or actual, without proper dispatching of the SCAFD. Central Dispatch, unless otherwise directed by a Chief officer, shall be used. Use 911 to report the incident or a radio if no phone is available.
12. It shall be the responsibility of the driver (and driver only) to utilize the apparatus siren with emergency lights. Considerations such as blind spots, pedestrians or other obstructions, that may limit apparatus visibility by civilians, shall be considered when using sirens.

## Apparatus Response Schedule

**Structure Fire:**

Residential/Commercial 11-12-16-21-23 and 26 as needed

**Fire Alarms:**

Treat as a structure fire unless 911 advises that the alarm company is canceling the alarm. Then **only one station will send** at least 1 (POV and/or 1 Engine) unit **that** will continue to confirm the status and retrieve the report information. Once a POV confirms the alarm to be false, the Engine can then be canceled.

	<u>Station 1</u>	<u>Station 2</u>
<b><u>Vehicle Related Alarms (1):</u></b>		
Minor ( <i>order of response</i> )	11	21
Major ( <i>commercial, industrial</i> )	11-12-23	21-12-23
All vehicle fires on I-69	11-12	N/A

**Extrication Alarms: (2)** 11-21 21-11

**Large Grass/Brush Fires: (3)** 17-27 (4) 27-17-(4)

**Open Burn or Small Grass Fire:** 17 (3) 27 (3)

**Bomb Threat: (5)** 11-12 21-23-42  
**"CODE A"**  
 Alarm will be dispatched as a "Stand-by" if no device has been found. Information regarding incident will be on the radio room computer. If a response is needed, stage one block away and wait. **NO RADIO TRAFFIC.** If a bomb is detonated, it will be treated as a structure fire. See SOG #612 for further information. **Alert the other station and AMA as necessary.**

**Medical/Lift Assist:** 11 21

**Other (unknown smoke Investigation & etc):** 11 (3) 21 (3)

- (1) Respond Squad **16 or 26** Code 1 with 3 for traffic control.
- (2) Respond 16 at night for lights. Personnel as needed.
- (3) Initial response will be Code 1 until size up or 911 indicates the necessity to upgrade.
- (4) Cancel other station units if the grass fire can be handled alone.
- ~~(5) It is the intention to keep at least 11 or 21 at a station to prevent loss of both. Use the telephone between station 1 & 2 to determine response if not obvious.~~

**County Coordination:**

Personnel Only: 16 (with 5 person crew + driver)  
 Pump and Personnel to scene: 12 (with 5 person crew)  
 Pump and Personnel to station: ~~11 or 21~~ **12** (with 5 person crew + driver)  
 Air System ONLY: 16 (with 2 personnel)  
 Tanker: 23 (with 2 personnel max.)  
 Special Request - Officer Discretion

**Special Note:** Professional courtesy between SCAFD stations and common sense shall play an important role in the response decision process. It should also be noted the time of day shall also play an important roll in the response schedule.

MUTUAL AID RESPONSE SCHEDULE

FLUSHING	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	E-21 (with full crew)=Hydrant areas PLUS: ~Non-hydrants = T-23 FIRST OUT (Maximum 2) ~S-16 shall respond towards Station 2 to insure all required apparatus have responded. <b>if requested by station 2 or to the scene if E21 is committed to the incident.</b>	Stand by at station=E-21 Additional Personnel/Air=S-16 (with 5 person crew) Air only=S-16 (maximum 2 person crew) Grass Fires=G-27 Extrication=E-21 (with 26 supplement)

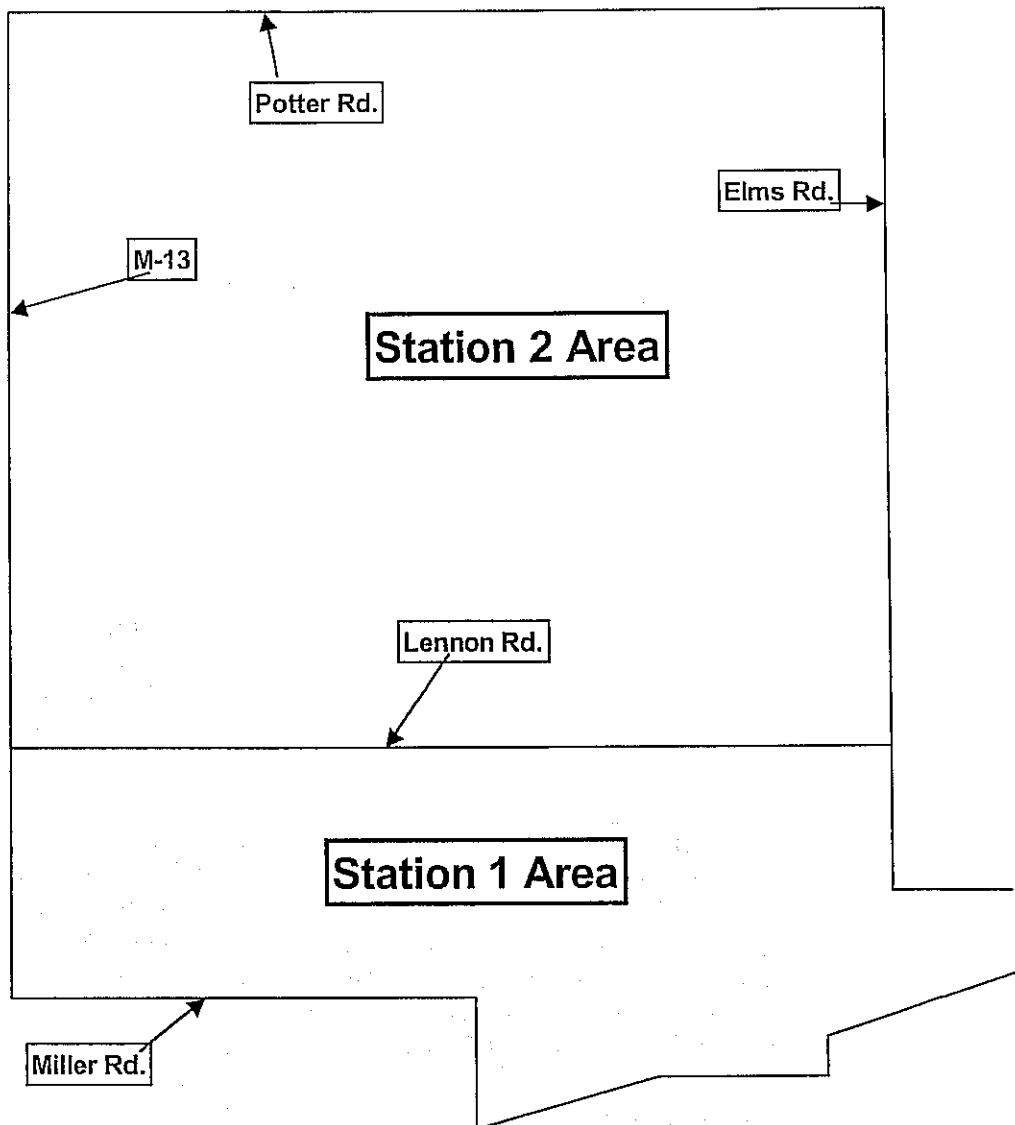
GAINES	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	Pump/Personnel to scene=E-12 (with 5 person crew) If the location could indicate a first on status by a SCAFD unit, E11 may be substituted for E12. PLUS: Non hydrant areas=T23 (maximum 2 person crew)	Stand by at station=E-11 Additional Personnel/Air=S16 (with 5 person crew) Air Only=S-16 (maximum 2 person crew) Grass Fires=G-17 Extrication=E-11

VENICE	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	<i>Examine Venice Township maps to be aware of appropriate response. If you do not know where you are going, USE THE MAPBOOK!</i> NOTE: The dividing line that determines which stations respond "personnel" is Lennon Rd. All addresses on both sides of Lennon Rd. & South (South half)=Station 1. All addresses North of Lennon Rd. (North half)= Station 2 Tanker 23 responds to all alarms. North half=E21 (with Thermal Imager) South half=E11	Stand by at station=E-11/E-21 Additional Personnel/Air=S-16 (with 5 person crew) Air Only=S-16 (maximum 2 person crew) Grass Fires=G-27 (north), G-17 (south) Extrication=E21 (north), E11 (south)

FLINT/MUNDY
Stand by at station= <del>E-11 or E-21</del> 12 (Depending on Location) Pump/Personnel to scene=E-12 (with 5 person crew) Tanker Only=T-23 (maximum 2 person crew) Personnel/Air=S-16 (with 5 person crew) Air Only=S-16 (maximum 2 person crew) Grass Fires=G-17 or G-27 (Depending on Location) Extrication=E-11 or E-21 (Depending on Location)

**ALL OTHERS:** Model after above responses with OFFICER discretion.

**Special Note:** Common sense will play an important role in all responses. Situations may call for altering of the response schedule. Request resources from other departments to cover the fire district, if coordination is not in effect. **In the event E12 is out of service, an engine substitution shall be made by the senior ranking office available.**



**ASSIGNED FIRST RUN TERRITORIES**

- \* The first apparatus ready for response shall proceed to the address whether or not it is the properly assigned apparatus.
- \* When the assigned apparatus is properly manned, it shall respond and inform the first responding apparatus of same. The first apparatus can be canceled or sent Code 1.\*
- \* 41-11 and 41-12 shall respond on all I-69 incidents.
- \* Incidents on roads that act as boundary lines will be responded by both stations with the first arriving unit being the designated responder.

18

GUIDELINE: #602

ADOPTED: October 24, 1993

REVIEWED: 04/18/09, 11/19/09

REVISED: 09/24/96, 12/31/96, 08/10/99, 05/29/02, 02/23/05, 03/07/05, 05/02/2006, 04/18/2009, 08/23/2009, 11/22/09

SUBJECT: COMMUNICATIONS/RESPONSE: Apparatus Response

PURPOSE: To establish guidelines for appropriate apparatus response

OBJECTIVE: To establish the proper apparatus and order of apparatus response to specific types of incidents

1. When a call for an emergency, or non-emergency, incident is received by the SCAFD the apparatus and personnel response shall be predicated upon the following factors:
  - A. Safety and well being of SCAFD employees AND the citizens of the SCAFD fire district.
  - B. Movement of appropriate apparatus and equipment sufficient to initiate mitigation efforts on the emergency scene.
2. Apparatus shall respond according to the current "Apparatus Response Schedule" as posted at each station.
3. Apparatus shall respond in the order listed on the Apparatus Response Schedule.
4. Class A pumper shall be used as the main pumper on all structure fires.
5. Department personnel are required to ride within enclosed cabs on all apparatus.
6. Apparatus shall leave the station with a minimum of three (3) department personnel whenever possible.
7. Squad 16 and Squad 26 shall be used to transport manpower whenever possible.
8. The first apparatus at the hydrant shall set up the hydrant for use for the duration of the incident.
9. Direct response authorized personnel shall comply with the incident direct response directive or future drafted SOG, whichever applies
10. Those direct responders shall not respond to a fire district scene until all units required to respond have done so.
11. Under no circumstances shall personnel respond to incident emergencies, whether potential or actual, without proper dispatching of the SCAFD. Central Dispatch, unless otherwise directed by a Chief officer, shall be used. Use 911 to report the incident or a radio if no phone is available.
12. It shall be the responsibility of the driver (and driver only) to utilize the apparatus siren with emergency lights. Considerations such as blind spots, pedestrians or other obstructions, that may limit apparatus visibility by civilians, shall be considered when using sirens.

SOG602

11/09

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## Apparatus Response Schedule

**Structure Fire:**

Residential/Commercial 11-12-16-21-23 and 26 as needed

**Fire Alarms:**

Treat as a structure fire unless 911 advises that the alarm company is canceling the alarm. Then only one station will send at least 1 (POV and/or 1 Engine) unit that will continue to confirm the status and retrieve the report information. Once a POV confirms the alarm to be false, the Engine can then be canceled.

	<u>Station 1</u>	<u>Station 2</u>
--	------------------	------------------

**Vehicle Related Alarms (1):**

Minor (order of response)	11	21
Major (commercial, industrial)	11-12-23	21-12-23
All vehicle fires on I-69	11-12	N/A

**Extrication Alarms: (2)**

11-21	11-21	21-11
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**Large Grass/Brush Fires: (3)**

17-27 (4)	17-27 (4)	27-17-(4)
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**Open Burn or Small Grass Fire:**

17 (3)	17 (3)	27 (3)
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**Bomb Threat:**

**"CODE A"**

11-12 21-23  
Alarm will be dispatched as a "Stand-by" if no device has been found. Information regarding incident will be on the radio room computer. If a response is needed, stage one block away and wait. **NO RADIO TRAFFIC.** If a bomb is detonated, it will be treated as a structure fire. See SOG #612 for further information. Alert the other station and AMA as necessary.

**Medical/Lift Assist:**

11	11	21
----	----	----

**Other (unknown smoke**

**Investigation & etc):**

11 (3)	11 (3)	21 (3)
--------	--------	--------

- (1) Respond Squad 16 or 26 Code 1 with 3 for traffic control.
- (2) Respond 16 at night for lights. Personnel as needed.
- (3) Initial response will be Code 1 until size up or 911 indicates the necessity to upgrade.
- (4) Cancel other station units if the grass fire can be handled alone.

**County Coordination:**

Personnel Only: 16 (with 5 person crew + driver)  
 Pump and Personnel to scene: 12 (with 5 person crew)  
 Pump and Personnel to station: 12 (with 5 person crew + driver)  
 Air System ONLY: 16 (with 2 personnel)  
 Tanker: 23 (with 2 personnel max.)  
 Special Request - Officer Discretion

**Special Note:** Professional courtesy between SCAFD stations and common sense shall play an important role in the response decision process. It should also be noted the time of day shall also play an important roll in the response schedule.

MUTUAL AID RESPONSE SCHEDULE

FLUSHING	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	E-21 (with full crew)=Hydrant areas PLUS: ~Non-hydrants = T-23 FIRST OUT (Maximum 2) ~S-16 shall respond if requested by station 2 or to the scene if E21 is committed to the incident.	Stand by at station=E-21 Additional Personnel/Air=S-16 (with 5 person crew) Air only=S-16 (maximum 2 person crew) Grass Fires=G-27 Extrication=E-21

GAINES	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	Pump/Personnel to scene=E-12 (with 5 person crew) If the location could indicate a first on status by a SCAFD unit, E11 may be substituted for E12. PLUS: Non hydrant areas=T23 (maximum 2 person crew)	Stand by at station=E-11 Additional Personnel/Air=S16 (with 5 person crew) Air Only=S-16 (maximum 2 person crew) Grass Fires=G-17 Extrication=E-11

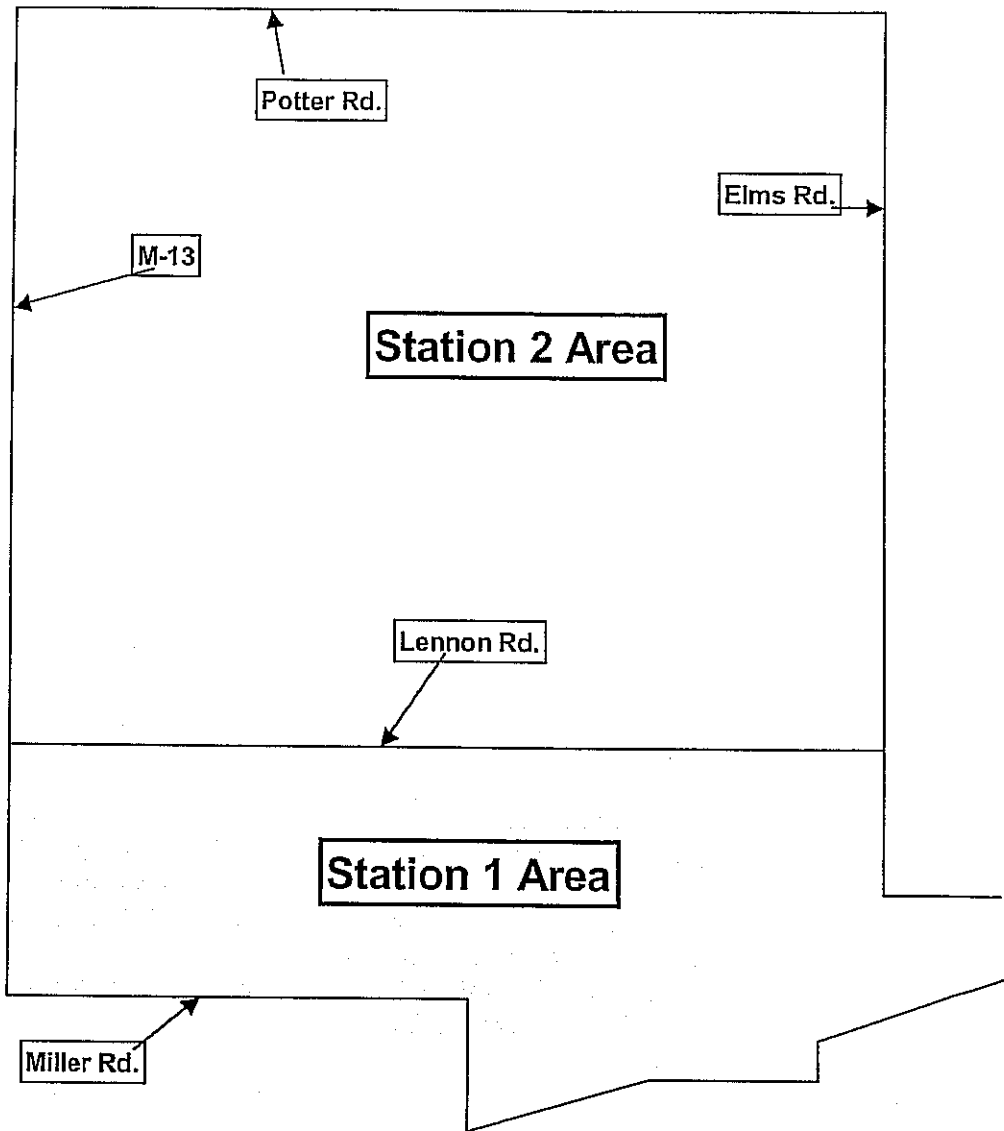
VENICE	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	<i>Examine Venice Township maps to be aware of appropriate response. If you do not know where you are going, USE THE MAPBOOK!</i> NOTE: The dividing line that determines which stations respond "personnel" is Lennon Rd. All addresses on both sides of Lennon Rd. & South (South half)=Station 1. All addresses North of Lennon Rd. (North half)= Station 2 Tanker 23 responds to all alarms. North half=E21 South half=E11	Stand by at station=E-11/E-21 Additional Personnel/Air=S-16 (with 5 person crew) Air Only=S-16 (maximum 2 person crew) Grass Fires=G-27 (north), G-17 (south) Extrication=E21 (north), E11 (south)

FLINT/MUNDY	AUTOMATIC MUTUAL AID:	OTHER MUTUAL AID:
	Stand by at station= 12 Pump/Personnel to scene=E-12 (with 5 person crew) Tanker Only=T-23 (maximum 2 person crew) Personnel/Air=S-16 (with 5 person crew) Air Only=S-16 (maximum 2 person crew) Grass Fires=G-17 or G-27 (Depending on Location) Extrication=E-11 or E-21 (Depending on Location)	

ALL OTHERS: Model after above responses with OFFICER discretion.

Special Note: Common sense will play an important role in all responses. Situations may call for altering of the response schedule. Request resources from other departments to cover the fire district, if coordination is not in effect. In the event E12 is out of service, an engine substitution shall be made by the senior ranking office available.





ASSIGNED FIRST RUN TERRITORIES

- \* The first apparatus ready for response shall proceed to the address whether or not it is the properly assigned apparatus.
- \* When the assigned apparatus is properly manned, it shall respond and inform the first responding apparatus of same. The first apparatus can be canceled or sent Code I.\*
- \* 41-11 and 41-12 shall respond on all I-69 incidents.
- \* Incidents on roads that act as boundary lines will be responded by both stations with the first arriving unit being the designated responder.

*27*

GUIDELINE: #603

ADOPTED: October 24, 1993

REVIEWED: 11/19/09

REVISED: 12/31/96, 08/10/99, 11/12/03, 11/19/06, 11/22/09

SUBJECT: COMMUNICATIONS/RESPONSE; Mutual Aid Response

PURPOSE: To establish general guidelines for mutual aid apparatus and/or personnel response

OBJECTIVE: To provide for the most efficient response to mutual aid incidents

1. SCAFD personnel shall assume that all mutual aid requests for a pumper (engine) and personnel to respond directly to the emergency incident require an expedient response.
2. The appropriate apparatus and personnel shall be determined by page 2 of the response schedule.
3. Apparatus shall not respond from the station until the appropriate personnel is available. Additional personnel from one, or both of the other stations, shall be sent to the appropriate station to staff the apparatus when necessary. A meeting place with POV response is acceptable.
4. UNDER NO CIRCUMSTANCES SHALL ANY APPARATUS RESPOND TO A MUTUAL AID INCIDENT WITHOUT THE APPROPRIATE PERSONNEL.
5. The SCAFD shall respond in the quickest, most efficient manner possible when requested at the emergency incident location.
6. Chief officers are to use good judgment and discretion when determining which apparatus and personnel are to respond to all mutual aid requests at the emergency incident scene.  
~~All Automatic mutual aid responses shall be subject to the agreement stated in each. Copies of AMA agreement are attached after the response schedule.~~
7. Officer in charge shall determine the appropriate placement of remaining department personnel in order to provide the best possible protection for the fire district.
8. Apparatus shall not be moved from station to station unless determined necessary by the officer in charge.  
~~Department personnel shall be required to perform any station and equipment maintenance, cleaning, etc. as directed by the officer in charge.~~
9. Officer in charge shall insure that the fire district is adequately protected while the department is rendering mutual aid and shall request assistance from adjoining department(s) when deemed necessary.
10. Probationary firefighters, at the discretion of an officer, may be allowed to respond on NON-engine units to mutual aid alarms. Those designated units include Squad 16, Squad 26 and Tanker 23. It shall be understood that non-certified personnel are not to perform firefighting functions, rather remain under the direct supervision of the driver of the unit assigned. Ideally, only one non-certified person shall be allowed to respond on the designated units at a time.
11. ***Mutual Aid responses that result in a cancellation shall be paid according to the Fire Chief Directive presented 11/22/09.***

~~SCAFD CHIEF OFFICER RESPONSIBILITIES:~~

- ~~1. Shall insure that the fire district is adequately protected while the department is rendering mutual aid.~~
- ~~2. Shall request assistance from adjoining departments to provide adequate fire protection for the fire district when deemed necessary.~~
- ~~3. Shall not respond to mutual aid incidents unless necessary to provide adequate personnel for the mutual aid response.~~

SOG603

11/09

Page 1/1

GUIDELINE: #603

ADOPTED: October 24, 1993

REVIEWED: 11/19/09

REVISED: 12/31/96, 08/10/99, 11/12/03, 11/19/06, 11/22/09

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7. Officer in charge shall determine the appropriate placement of remaining department personnel in order to provide the best possible protection for the fire district.
8. Apparatus shall not be moved from station to station unless determined necessary by the officer in charge.
9. Officer in charge shall insure that the fire district is adequately protected while the department is rendering mutual aid and shall request assistance from adjoining department(s) when deemed necessary.
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11. Mutual Aid responses that result in a cancellation shall be paid according to the Fire Chief Directive presented 11/22/09.

SOG603

11/09

Page 1/1

24



# Blumerich Communications Service, Inc.

G-6403 West Pierson Road

Flushing, MI 48433

(810) 659-5793 • Fax (810) 659-7911



**MOTOROLA**

Authorized Two-Way  
Radio Dealer

Swartz Creek Area Fire Department  
8100 Civic Dr.  
Swartz Creek, Mi. 48473

Attn: Brent Cole

Dear Brent,

A few months ago we received your old VHF equipment to be sold on ebay, on a 50% /50% sales price basis. (fifty percent for Swartz Creek Area Fire and fifty percent for Blumerich)

The equipment consisted of :

- (3) GE MLS mobiles
- (2) Motorola GM300 mobiles
- (5) Kenwood Portables
- (5) Motorola GP300 Portables
- (2) Motorola P200 Portables
- (4) Motorola P100 Portables

We were able to sell (3) Kenwood Portables, (1) Motorola GP300 Portable, and (2) Motorola GM300 Mobile units for a total sales price of \$541.00  
Using our 50% formula that would net you \$270.50.

Blumerich Communications will purchase the remaining unsold equipment from you for \$1.00 per unit.  
The remaining units to be bought by Blumerich are:

- (3) GE MLS mobiles
- (4) Motorola P100 Portables
- (4) Motorola GP300 Portables
- (2) Motorola P200 Portables
- (2) Kenwood Portables

The \$15.00 from the above units, added to the \$270.50, totals \$285.50.  
I have enclosed a check for that amount payable to the Swartz Creek Area fire Department.

I'm glad we were able to help in disposing of your old equipment Brent.

Sincerely,

Steve Ostewyk  
Blumerich Communications

REFERENCE	INVOICE DATE	INVOICE NO.	AMOUNT	DISCOUNT	NET AMOUNT
Invc:111709	11/17/09	111709	285.50	.00	285.50
	CHECK TOTALS	----->	285.50	.00	285.50

BLUMERICH COMMUNICATIONS, INC.

6403 W. PIERSON RD.  
FLUSHING, MI 48433  
7810-659-5000

J.P.Morgan

JPMorgan Chase Bank, N.A.  
Detroit, Michigan  
9-32-720

10333

\*\*\*\*\* Two Hundred Eighty-Five AND 50/100 DOLLARS \*\*\*\*\*

DATE	CHECK NO.	AMOUNT
11/17/09	10333	*****285.50

PAY  
TO THE  
ORDER OF

SWARTZ CREEK AREA  
FIRE DEPARTMENT  
8100 CIVIC DR  
SWARTZ CREEK MI 48473

BLUMERICH COMMUNICATIONS, INC.

*Mark A. Egan*  
AUTHORIZED SIGNATURE

⑈010333⑈ ⑆072000326⑆ 230001380146⑈

*26*

UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF MICHIGAN  
SOUTHERN DIVISION

In the Matter of:

**AIR SOURCE ONE, INC.**

Debtor(s).

In Bankruptcy

Case No. 09-68786.swr  
Chapter 7  
Hon. Steven W. Rhodes

**NOTICE OF TRUSTEE'S APPLICATION TO SELL EQUIPMENT AND INVENTORY  
AND NOTICE OF OPPORTUNITY TO BID, OBJECT OR REQUEST A HEARING**

TO: ALL PARTIES IN INTEREST

Your rights may be affected. You should read these papers carefully and discuss them with your attorney, if you have one in this bankruptcy case. (If you do not have an attorney, you may wish to consult one.)

K. Jin Lim, Trustee, has filed papers with the court entitled Trustee's Application for Authority to Sell Equipment and Inventory which says:

1. Calypso Divers has offered \$3,500.00 for a certain Posi Check Machine (s/n L03155):
2. Koorsen Fire & Security has offered \$10,000.00 for the rest of Debtor's equipment, inventory and customer list.
3. Failing higher offers, the Trustee recommends these sales in the best interests of the estate.

**WHEREFORE**, the Trustee prays for authority to sell these assets on these terms failing higher offers.

The property will be sold to the highest bidder on **January 4, 2010 at 2:00 p.m.** at the office of the undersigned counsel for trustee. To inspect the equipment, call Paul Staples (419-279-0874). For additional information, call trustee's counsel. The court may confirm the sale without a hearing unless objections or hearing requests are filed at court and served on the undersigned counsel for trustee within twenty (20) days.

**If you or your attorney do not take these steps, the court may decide that you do not oppose the relief sought in the application and may enter an order granting that relief.**

Respectfully Submitted,

Dated: December 9, 2009

By: /s/ Kenneth M. Schneider  
KENNETH M. SCHNEIDER (P-31963)  
Attorney for Trustee  
645 Griswold; Suite 3900  
Detroit, MI 48226  
(313) 237-0850  
kschneider@schneidermiller.com





City of  
Swartz  
Creek

**City Offices**

M-F 8am-4:30pm  
810.635.4464  
810.635.2887 fax

**Police Department**

Emergency 911  
M-F 8am-5pm  
810.635.4401  
810.635.3728 fax

**Public Services Department**

M-F 8am-4:30pm  
810.635.4464

28-December-2009

**Mr. JOHN O'BRIEN, Director**  
Genesee County W.W.S.  
G-4610 Beecher Road  
Flint, Michigan 48532-2617

Re: **Sewer Use Ordinance (SUO)**

Dear **Mr. O'Brien,**

In response to your letter dated December 21, 2009, your records are correct in that the City has not enacted the Sewer Use Ordinance (SUO) or the Interjurisdictional Agreement (IJA). By way of explanation, the City's legal staff has been working with the County's attorney to resolve questions and concerns. The last ordinance draft that we submitted, in the spring of 2009, was rejected by the County's attorney. The text of this draft was unchanged from WWS's proposed language. To keep the City's ordinances consistent for codification, the City added a section at the end of the document that addresses non-related local matters pertaining to our sewer system. This addition was the apparent reason for the rejection. Regarding the IJA, the City is not prepared to relinquish all its legislative authority for good. The adoption of the ordinance coupled with a resolution that appoints the County WWS as its enforcement agent is sufficient to meet requirements set forth by the Michigan DEQ.

I have scheduled this matter for action at the City's Regular Council Meeting of January 11, 2010. The ordinance will become effective 20 days after publication, which will occur as soon as possible after Council legislative action. I will email you a copy of the ordinance forthwith. The resolution is still under draft by the City Attorney's Office. I will forward a copy of the proposed resolution as soon as I have it. You or a representative of your office is certainly welcome to attend this meeting to address the Council, if you so desire. If you have any questions, or would like to meet, please feel free to call. I apologize for any inconvenience.

Sincerely,

  
**PAUL BUECHE**

City Manager  
(810)-635-4464

Via email & U.S. Mail

Copy: *Richard Figura, City Attorney*  
*William Delzer, Assistant City Attorney*



GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

-DIVISION OF-  
WATER & WASTE SERVICES  
G-4610 BEECHER ROAD • FLINT, MICHIGAN 48532-2617  
PHONE (810) 732-7870 • FAX (810) 732-9773

JEFFREY WRIGHT  
COMMISSIONER

December 21, 2009



Paul Bueche, Manager  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

Re: Sewer Use Ordinance (SUO)

Dear Mr. Bueche:

Our records indicate that you local community has not approved the new Sewer Use Ordinance and the Interjurisdictional Agreement.

As indicated in previous letters to you, the failure to pass the Sewer Use Ordinance would impact our ability to receive our new discharge permit from the DEQ.

If no action is taken by your community by February 1, 2010, the Division of Water and Waste Services will be forced to cease issuing S-Permits or Industrial Pretreatment Permits for your community. In addition, the County Agency may be forced to begin the process of removing the community from the system so that we may receive our new discharge permit for the treatment plant.

Please provide this office with a scheduled of approval for the Interjurisdictional Agreement and the Sewer Use Ordinance at your earliest convenience.

Sincerely,

John F. O'Brien, P.E., Director  
Division of Water and Waste Services

JFO:kt

CC: Jeff Wright  
Joe Goergen  
George Davis

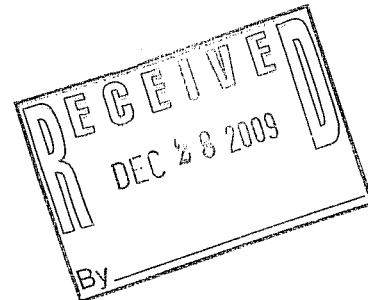






December 23, 2009

Paul Bueche  
City of Swartz Creek  
8083 Civic Dr  
Swartz Creek MI 48473



**Subject: TIP 2011-2014 Project Resolution**

Dear Mr. Bueche:

The Genesee County Metropolitan Alliance, with staff assistance from the Genesee County Metropolitan Planning Commission (GCMPC), is updating the Genesee County Transportation Improvement Program (TIP) for fiscal years 2011-2014. At the Transportation Surface Management (TSM) meeting of December 14, 2009, the attached draft list of projects was approved for recommendation to the Technical Advisory Committee (TAC). As part of this recommendation, each agency's board must provide a resolution which clearly identifies the following:

1. Project including name and limits
2. Year
3. Source and amount of matching funds
4. Source and amount of any additional funds for the project

Please submit a copy of the resolution for your projects no later than Tuesday, January 19, 2010 to the following address:

Genesee County Metropolitan Planning Commission  
Attention: Sheila Taylor, Senior Planner  
1101 Beach Street, Room 223  
Flint, MI 48502

Please note, failure to comply with this request may put the funding for these projects in jeopardy.

If you have any questions, please contact Sheila Taylor, of my staff, at 810-766-6547 or [shtaylor@co.genesee.mi.us](mailto:shtaylor@co.genesee.mi.us).

Sincerely,

Derek Bradshaw

AN EQUAL OPPORTUNITY ORGANIZATION

**2011-2014 TIP Draft STPU Project List Urban**

Agency	Project	Limits	Description	Length - Lane Miles	Recommended Federal \$	20% Local Match	Total Project	Recommended Year
City of Davison	E. Flint Street	State Road to East City Limits	Resurface	2.28	\$481,536	\$120,384	\$601,920	2011
City of Flint	Lippincott Blvd	Burr Blvd to Averill	Resurface	1.1	\$554,464	\$138,616	\$693,080	2011
City of Flint	West Stewart Ave	Clio Rd to Dupont St	Resurface	1	\$275,680	\$68,920	\$344,600	2011
City of Flushing	Coutant Street	Chestnut Street to Elms Road	Resurface	1.98	\$422,400	\$105,600	\$528,000	2011
City of Grand Blanc	Davis Street	Bush Street to Reid Road	Resurface	0.653	\$135,000	\$33,750	\$168,750	2011
City of Grand Blanc	Saginaw Street	City Limits to Grand Blanc Road	Resurface	4.955	\$881,231	\$220,308	\$1,101,539	2011
City of Swartz Creek	City of Swartz Creek Trail	Herritage Park to Elms Rd Park	Misc	1.40	\$296,000	\$74,000	\$370,000	2011
City of Swartz Creek	Miller Road	Elms Rd to Tallmadge Ct	Restore & Rehabilitate	1.918	\$338,997	\$84,749	\$423,746	2011
GCRC	Carpenter Road	Clio Rd to Dupont St	Resurface	4.40	\$834,600	\$208,650	\$1,043,250	2011
GCRC	Davison Road	Cummings to County Line	Resurface	1.5	\$434,080	\$108,520	\$542,600	2011
GCRC	Fenton Road	Grand Bland Rd to Hill Rd	Resurface	2	\$1,139,951	\$284,988	\$1,424,939	2011
GCRC	Silver Lake Road	Lobdell to Linden City Limits	Resurface	1.5	\$444,000	\$111,000	\$555,000	2011
City of Burton	Davison Road	Center to Genesee	Resurface	1	\$1,144,995	\$286,249	\$1,431,244	2012
City of Fenton	North Leroy Street	North Road to N City Limits	Resurface	3.723	\$786,298	\$196,575	\$982,873	2012
City of Flint	Genesee Valley Trail	Riverbank Park to City Limits	Misc	2.30	\$484,720	\$121,180	\$605,900	2012
GCRC	Ballenger Hwy	Flint River to Flushing	Reconstruct	2.54	\$331,584	\$82,896	\$414,480	2012
GCRC	Carpenter Road	Dupont to Saginaw	Resurface	4.142	\$877,468	\$219,367	\$1,096,835	2012
GCRC	Center Road	Burton CTL to Richfield Rd	Resurface	1.27	\$268,224	\$67,056	\$335,280	2012
GCRC	Jennings Road	Pasadena to Pierson	Resurface	4.04	\$853,248	\$213,312	\$1,066,560	2012
GCRC	Mott Lake Pathway	Carpenter and Bray Road to circle around CS Mott Lake to	Misc	5.00	\$475,000	\$118,750	\$593,750	2012
GCRC	Richfield Road	Center to Genesee	Resurface	4.012	\$856,416	\$214,104	\$1,070,520	2012
GCRC	Saginaw Street	I-475 to Stanley Rd	Resurface	0.5	\$359,600	\$89,900	\$449,500	2012
City of Burton	Center Road	Court St to Davison Rd	Resurface	1	\$929,280	\$232,320	\$1,161,600	2013
City of Davison	Main Street	Clark St to Flint Street	Resurface	1.322	\$261,880	\$65,470	\$327,350	2013
City of Flint	Saginaw Street	Hamilton Ave to Pierson Rd	Resurface	9	\$1,910,944	\$477,736	\$2,388,680	2013
City of Swartz Creek	Bristol Road	Eastern GM Entrance to Miller Rd	Resurface	0.26	\$54,912	\$13,728	\$68,640	2013
GCRC	Bristol Road	VanSlyke to Fenton	Resurface	5.085	\$1,117,254	\$279,314	\$1,396,568	2013
GCRC	Flushing Road	Mill to Eldorado	Resurface	4.18	\$888,730	\$222,183	\$1,110,913	2013
GCRC	Hill Road	Dort Hwy to Saginaw	Resurface	0.545	\$115,104	\$28,776	\$143,880	2013
GCRC	Irish Road	Davison to Potter	Resurface	2.002	\$476,720	\$119,180	\$595,900	2013
GCRC	Richfield Road	Genesee to Belsay	Resurface	4.16	\$888,730	\$222,183	\$1,110,913	2013
City of Burton	Atherton Road	Dort Hwy to Center Rd.	Resurface	1	\$879,280	\$219,820	\$1,099,100	2014
City of Burton	Belsay Road	Court St to Davison Rd	Resurface	0.8	\$723,424	\$180,856	\$904,280	2014
City of Burton	Lapeer Road	Belsay Rd to Vassar Rd	Resurface	1	\$444,640	\$111,160	\$555,800	2014
GCRC	Baldwin Road	Fenton to Graytrax	Resurface	1.704	\$384,172	\$96,043	\$480,215	2014
GCRC	Elms Road	Pierson to Carpenter	Resurface	2.498	\$350,152	\$87,538	\$437,690	2014
GCRC	Linden Road	Calkins to Beecher	Resurface	5.115	\$1,080,288	\$270,072	\$1,350,360	2014
GCRC	Miller Road	Dye to Linden	Resurface	2.779	\$671,616	\$167,904	\$839,520	2014
GCRC	Perry Road	Genesee to Belsay	Resurface	1.828	\$386,074	\$96,519	\$482,593	2014
GCRC	Richfield Road	Irish to Gale	Resurface	4.02	\$849,024	\$212,256	\$1,061,280	2014
GCRC	Saginaw Street	Hill to Maple	Resurface	6.825	\$1,441,440	\$360,360	\$1,801,800	2014
City of Clio	Center Street	Vienna Road to Bluff Street	Reconstruct	0.25	\$54,920	\$13,730	\$68,650	Drop

Agency	Project	Limits	Description	Length - Lane Miles	Recommended Federal \$	20% Local Match	Total Project	Recommended Year
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**Illustrative List of Back-up Projects**

GCRRC	Richfield Road	Belsay to Vassar	Resurface	4.224	\$892,954	\$223,239	\$1,116,193	
City of Swartz Creek	Miller Road	Tallmadge Ct to Dye Rd	Resurface	5.38	\$951,602	\$237,901	\$1,189,503	
City of Mt Morris	Roosevelt Avenue	Railroad Tracks to N. Saginaw Street	Reconstruct	0.444	\$92,000	\$23,000	\$115,000	
City of Grand Blanc	Genesee Road	50 North of Kings Fairway Lane to North Dead End (City Limits)	Resurface	1.262	\$266,534	\$66,634	\$333,168	
City of Flint	Saginaw Street	Flint River to Hamilton Ave	Resurface	7.566	\$1,161,600	\$290,400	\$1,452,000	
City of Flushing	Seymour Road	Western City Limits to South City Limits	Resurface	2.343	\$468,000	\$117,000	\$585,000	
City of Clio	N. Mill Street	Vienna Road to Field Road	Restore & Rehabilitate	1.996	\$421,555	\$105,389	\$526,944	

**Remaining Unfunded Projects**

GCRRC	Elms Road	Carpenter to Coldwater	Resurface	1.508	\$169,280	\$42,320	\$211,600	
GCRRC	Flushing Road	Linden to Mill	Resurface	3.244	\$700,128	\$175,032	\$875,160	
GCRRC	Richfield Road	Vassar to Irish	Resurface	4.024	\$849,024	\$212,256	\$1,061,280	
GCRRC	Clio Road	Frances to Dodge	Resurface	3.868	\$816,922	\$204,231	\$1,021,153	
GCRRC	Elms Road	Coldwater to Stanley	Resurface	2.002	\$221,520	\$55,380	\$276,900	
GCRRC	Elms Road	Stanley to Mt Morris	Resurface	1.99	\$220,240	\$55,060	\$275,300	
GCRRC	Seymour Road	Potter to Flushing CTL	Resurface	1.012	\$213,734	\$53,434	\$267,168	
GCRRC	Duffield Road	Gaines VL to Baldwin	Reconstruct	1.008	\$212,890	\$53,223	\$266,113	
GCRRC	Perry Road	Grand Blanc CTL to Genesee	Resurface	0.522	\$110,246	\$27,562	\$137,808	
GCRRC	Davison Road	Irish to Gale	Resurface	4.74	\$1,001,088	\$250,272	\$1,251,360	
GCRRC	Davison Road	Gale to Davison CTL	Resurface	2.47	\$521,664	\$130,416	\$652,080	
City of Grand Blanc	Center Road	Tupper Street to City Limits	Resurface	0.9	\$190,080	\$47,520	\$237,600	
GCRRC	Richfield Road	Branch to Center	Resurface	2.984	\$640,358	\$160,090	\$800,448	
GCRRC	Thompson Road	US-23 to Torrey	Resurface	1.05	\$267,440	\$66,860	\$334,300	
City of Flint	Industrial Avenue	Leith Street to Stewart Avenue	Resurface	1.749	\$337,920	\$84,480	\$422,400	
GCRRC	Coldwater Road	Ballard Ave to Saginaw	Resurface	6.268	\$1,175,962	\$293,991	\$1,469,953	
City of Clio	Smith Street	New Street to Clio Road	Resurface	0.534	\$118,280	\$29,570	\$147,850	
GCRRC	Davison Road	Davison CTL to Cummins	Resurface	1.86	\$392,832	\$98,208	\$491,040	
GCRRC	Morrish Road	Hill to Swartz Creek CTL	Resurface	1.044	\$239,501	\$59,875	\$299,376	
GCRRC	Torrey Road	Fenton CTL to Thompson	Resurface	6.058	\$766,360	\$191,590	\$957,950	
GCRRC	Hill Road	Seymour to Morrish	Resurface	2.772	\$592,480	\$148,120	\$740,600	
City of Swartz Creek	Miller Road	Seymour Road to Elms Road	Resurface	6.422	\$1,635,357	\$408,839	\$2,044,196	
GCRRC	Grand Blanc Road	Torrey to Fenton	Resurface	4.154	\$980,390	\$245,098	\$1,225,488	
GCRRC	Baldwin Road	McWain to Holly	Resurface	2.524	\$552,080	\$138,020	\$690,100	
GCRRC	Baldwin Road	CSX Bridge to Saginaw	Resurface	3.366	\$579,760	\$144,940	\$724,700	
GCRRC	Belsay Road	Richfield to Pierson	Resurface	0.962	\$203,174	\$50,794	\$253,968	
City of Flint	Kearsley Street	Walnut St to Crapo St	Resurface	0.572	\$126,720	\$31,680	\$158,400	
GCRRC	Mt Morris Rd	Nichols to Seymour	Reconstruct	2	\$422,400	\$105,600	\$528,000	

	2011	2012	2013	2014	Total
Allocation	\$6,237,939	\$6,437,553	\$6,643,554	\$6,856,148	\$26,175,194
Recommended	\$6,237,939	\$6,437,553	\$6,643,554	\$7,210,110	\$26,529,156

\*Propose to fund  
 \*\*Project programmed in current TIP

Match Required By Year	2011	2012	2013	2014	Total
City of Burton	\$0	\$121,180	\$232,320	\$511,836	\$865,336
City of Davison	\$120,384	\$0	\$65,470	\$0	\$185,854
City of Fenton	\$0	\$82,896	\$0	\$0	\$82,896
City of Flint	\$207,536	\$89,900	\$477,736	\$0	\$775,172
City of Flushing	\$105,600	\$0	\$0	\$0	\$105,600
City of Grand Blanc	\$254,058	\$0	\$0	\$0	\$254,058
City of Swartz Creek	\$158,749	\$0	\$13,728	\$0	\$172,477
GCRRC	\$713,158	\$1,005,385	\$871,635	\$1,290,692	\$3,880,869

### 2011-2014 TIP Draft Rural Projects

Agency	Project	Limits	Description	Length - Lane Miles	Recommended Federal \$	20% Local Match	Total Project	Recommended Year
GCRC**	Davison Rd	Cummings to County Line	Resurface	1.5	\$405,052	\$101,263	\$506,315	2011
City of Montrose	Feher Drive	N Saginaw St to Park St	Reconstruct	0.368	\$91,930	\$22,983	\$114,913	2012
GCRC	Grand Blanc Road	Beers to Elms	Resurface	1.038	\$229,015	\$57,254	\$286,269	2012
Village of Otisville	E. Main Street	Park Street to Center Street	Resurface	0.442	\$97,069	\$24,267	\$121,336	2012
GCRC	Bristol Rd	Atlas to State	Reconstruct	1.988	\$431,390	\$107,848	\$539,238	2013
GCRC	Irish Rd	Teachout to Mt Morris	Reconstruct	1.506	\$333,537	\$83,384	\$416,921	2014
Village of Goodrich	Erie Street	Pontiac St to Kearsley Creek	Resurface	0.53	\$111,657	\$27,914	\$139,571	2014
GCRC	Duffield Road	Baldwin to Cook	Reconstruct	2.008	\$424,090	\$106,023	\$530,113	
Village of Otisville	Center Street	E. Main Street to Village Limits	Resurface	0.706	\$152,000	\$38,000	\$190,000	
GCRC	Washburn Road	Sister Lake Road to Howel Road	Resurface	2.006	\$422,400	\$105,600	\$528,000	
Village of Gaines	E. Lansing St / Ray Rd	S. Elm to East Village Limits	Resurface	1.98	\$226,202	\$56,551	\$282,753	

	2011	2012	2013	2014	Total
Allocation	\$405,052	\$418,014	\$431,390	\$445,194	\$1,699,650
Funded Projects	\$405,052	\$418,014	\$431,390	\$445,194	\$1,699,650

\*\*Project programmed in current TIP.

### 2011-2014 TIP Draft Expansion Projects

Agency	Project	Limits	Length - Lane Miles	Federal \$ Requested	20% Local Match	Total Cost	Description	Score	Recommended Year
GCRC**	Fenton Rd.	North Fenton City Limits to Butcher Road	1.00	\$1,659,465	\$414,866	\$2,074,331	Widen - Major (Capacity Increase)		2011
GCRC	Irish Road	700' S of Potter to 700' N of Potter	0.53	\$460,000	\$115,000	\$575,000	Widen - Major (Capacity Increase)	71	2014

	2011***	2012	2013	2014	Total
Allocation	\$1,659,465	\$938,772	\$938,772	\$938,772	\$4,475,781
Funded Projects	\$1,659,465	\$0	\$0	\$460,000	\$2,119,465

\*\*Programmed in current TIP

\*\*\*Includes \$720,693 in FY 2010 funds

Total Requested Above	\$8,182,251
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**2011-2014 TIP Draft Transit Projects  
Category C Federal Funds**

<b>Agency</b>	<b>Project</b>	<b>Limits</b>	<b>Recommended Federal \$</b>	<b>Local Match</b>	<b>Total Cost</b>
MTA	Service Center	Gen co	\$1,136,850	\$284,212.50	\$1,421,062.50
MTA	Service Center	Gen co	\$1,173,229	\$293,307.25	\$1,466,536.25
MTA	Service Center	Gen co	\$1,210,772	\$302,693.00	\$1,513,465.00
MTA	Maint Facility	Gen co	\$1,249,517	\$312,379.25	\$1,561,896.25

**TOTAL**  
**Available \$4,770,368**  
 Total Projects \$4,770,368

LETTING OF JANUARY 08, 2010	ENG. EST.	LOW BID
PROPOSAL 1001034	\$ 1,480,715.00	\$1,108,954.00
PROJECT STU 25402-103544		
LOCAL AGRMT. 09-5742		% OVER/UNDER EST.
START DATE - MAY 31, 2010		
COMPLETION DATE - JUNE 06, 2011		-25.11 %

0.40 mi of hot mix asphalt resurfacing and reconstruction, lane widening, concrete pavement repairs, concrete curb and gutter, guardrail, storm sewer, and earthwork on Morrish Road from the I-69 overpass to Bristol Road in the city of Swartz Creek, Genesee County.

5.00 % DBE participation required

BIDDER	AS-SUBMITTED	
Zito Construction	\$ 1,108,954.00	1 **
DiPonio Contracting, Inc.	\$ 1,125,721.72	2
Dean Holmes Excavating, Ltd.	\$ 1,126,103.66	3
C & D Hughes, Inc.	\$ 1,186,254.45	4
Dan's Excavating, Inc.	\$ 1,259,180.06	5
Pamar Enterprises, Inc.	\$ 1,267,962.95	6
L.J. Construction, Inc.	\$ 1,268,128.20	7
Barrett Paving Materials Inc.	\$ 1,302,387.30	8
Florence Cement Company	\$ 1,303,359.97	9
San Marino Excavating, Inc.	\$ 1,304,000.80	10
Champagne and Marx Excavating, Inc.	\$ 1,336,813.90	11
C & G Myers Construction, LLC	\$ 1,341,835.97	12
L. A. Construction, Corp.	\$ 1,343,331.58	13
Novak Construction	\$ 1,346,986.50	14
C. A. Hull Co., Inc.	\$ 1,359,568.43	15
Angelo Iafrate Construction Company	\$ 1,362,634.45	16
C L Trucking & Excavating, LLC	\$ 1,365,365.96	17
Fonson, Inc.	\$ 1,376,559.68	18
Milbocker and Sons, Inc.	\$ 1,387,464.76	19
Site Development, Inc.	\$ 1,424,432.17	20
Rohde Bros. Excavating, Inc.	\$ 1,448,783.00	21
Nashville Construction Company	\$ 1,461,818.87	22
Lee Wood Contracting, Inc.	\$ 1,471,289.80	23
Eastlund Concrete Construction, Inc.		
Fisher Contracting Company		
Kelcris Corporation		
Ajax Paving Industries, Inc.		
Pro-Line Asphalt Paving Corp.		
Cadillac Asphalt, L.L.C.		
Tony Angelo Cement Construction Comp		
Causie Contracting, Inc.		

23 Bidders

**Best Case Scenario**  
**Morrish Road Total Project**

**Expenses**

Phase I

Design	\$75,000
Paving	\$1,087,500
I-69 Signal	\$131,250
CE-Paving	\$79,524
CE-Signal	\$12,000

Phase I Total \$1,385,274

Phase II

Design	\$4,000
Paving	\$232,500
Signal	\$60,000
CE-Paving	\$15,000
CE-Signal	\$8,000

Phase II Total \$319,500

Project Total \$1,704,774

**Revenues**

Phase I

Meijer	\$1,180,500
MDOT	\$368,000
Local	-\$163,226

Total \$1,385,274

Phase II

Meijer	\$319,500
MDOT	\$0
Local	\$0

Phase II Total \$319,500

Project Total \$1,704,774

**Worst Case Scenario**  
**Morrish Road Total Project**

**Expenses**

Phase I

Design	\$75,000
Paving	\$1,450,000
I-69 Signal	\$175,000
CE-Paving	\$79,524
CE-Signal	\$12,000

Phase I Total \$1,791,524

Phase II

Design	\$4,000
Paving	\$310,000
Signal	\$80,000
CE-Paving	\$15,000
CE-Signal	\$8,000

Phase II Total \$417,000

Project Total \$2,208,524

**Revenues**

Phase I

Meijer	\$1,083,000
MDOT	\$368,000
Local	\$340,524

Phase I Total \$1,791,524

Phase II

Meijer	\$417,000
MDOT	\$0
Local	\$0

Phase II Total \$417,000

Project Total \$2,208,524



**Sale of City Property, 5129 Morrish Road, Parcel # 58-01-100-020**

**Resolution No. 081013-12**

**(Carried)**

Motion by Mayor Pro-Tem Christie  
Second by Councilmember Hurt

**WHEREAS**, it is in the best interest of the public's health, safety, and welfare to create a viable downtown with residential and businesses, and

**WHEREAS**, the City of Swartz Creek current owns a residentially zoned 130' x 96' parcel of land located at 5129 Morrish Road in the Downtown Development Authority Area; and

**WHEREAS**, the City of Swartz Creek has previously used this site for the storage of woodchips and currently uses the site for storage; and

**WHEREAS**, there is a building on the site that is falling into disrepair, and the City feels it can no longer use the site for any practical, public use that is consistent with the goals of the City and DDA; and

**WHEREAS**, the City of Swartz Creek had a contractor perform a Phase One environmental study that has revealed no contamination on site; and

**WHEREAS**, the City released a request for proposals (RFP) to the general public to seek the purchase of this parcel contingent upon a viable and innovative proposal that is consistent with the goals of the City and DDA; and

**WHEREAS**, the City staff met with two interested applicants at information sessions and subsequently received one proposal from one of these applicants on October 2, 2008, the RFP deadline, and

**WHEREAS**, the City of Swartz Creek City Council has determined that the proposed purchase price and concept plan are acceptable.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council approves the City staff to negotiate a purchase agreement with Diane L. Green Photography LLC for the purchase of 5129 Morrish Road, parcel ID 58-01-100-020, for the sum of \$6,000 with the following conditions: the parcel shall be rezoned for Neighborhood Business District by the City, the buyer must complete a site plan review in accordance with the submitted proposal dated October 2, 2008, and the City and Buyer must execute a development agreement ensuring completion of the approvals and improvements within twelve (12) months time.

Discussion Ensued.

YES: Porath, Shumaker, Abrams, Christie, Hicks, Hurt.  
NO: None. Motion Declared Carried.

October 10, 2008

Paul Bueche  
City Manager

**Subject: 5129 Morrish - Blacksmith Shop RFP**

Hi Paul:

**Please see the attached RFP information for the City-owned parcel at 5129 Morrish Road.** As you are aware, the City has little use for this parcel and has requested proposals for its purchase and subsequent development from the general public. A public notice for the RFP was published on September 10, 2008, with notice letter also sent to adjacent property owners.

During the bidding period, I have met with two potential purchasers concerning the potential of the property. One was Diane Green Photography, an adjacent property owner that is interested in expanding his business onto the site. The other was a local developer that was interested in constructing live-work space on the site. As of the October 2, 2008 deadline, I received one proposal, and this was from the photography studio.

Since there was only one proposal I have not provided a ranking of this project, but my comments are as follows. **In short, the proposal appears to meet the required criteria for the bid and the best practice guidelines for the innovative use the property.** The applicant wishes to purchase the site for \$6,000 and use the site for a studio and outdoor photography. Improvements would include repairing the structure to match the appearance of the existing studio and adding landscaping features. The applicant's proposal appears to include quality materials and concepts, and the use should not be inconsistent with the goals of the City and DDA. This project would provide for an improved appearance to the site, as well as providing for the expansion of a local business and tax base.

At this time, the City Council should make a decision to move forward with this conceptual proposal or to seek alternatives. If the City Council generally supports the concept, I recommend the City approve the conditional sale of the parcel to Diane L. Green Photography LLC. Further approvals to rezone the parcel to Neighborhood Business District, as well as site plan approval shall be required to ensure the use and the project specifics meet the City's regulations. A development agreement would also be required to ensure completion of the project.

I have invited the applicant to present his proposal in front of the City Council on Monday. Please let me know if I can provide further information or guidance on this matter.

Sincerely,

---

Adam H. Zettel, AICP  
Assistant City Manager  
City of Swartz Creek  
azettel@cityofswartzcreek.org

## 1. Project Description

Diane L. Green Photography LLC proposes to purchase from the City Swartz Creek the real property known as a platted parcel measuring approximately 130' x 96' located at 5129 Morrish Road. The purpose of this purchase is to expand our adjacent existing business grounds renovating the existing block building into a studio photographic area and storage of props and by developing the grounds into a small photo park. This expansion is both necessary and desired as our present building is quickly becoming too small for all of the processes we currently undertake. Moving our photographic shoot studio and prop storage to the block building will free up valuable space for production and office operations. The Photo park development will provide an attractive open air space in Swartz Creek and will enhance the downtown development.

### Renovation of the Block Building

#### Roof

The existing roof will be examined and repaired for structural integrity. A roofing system of conventional 3-in-1 25 year charcoal color shingles will be applied over an underlayment of double 15 lb. felt with water and ice shield extending from the eave line to 3 feet past the interior wall. The choice of Charcoal as a color is to match as closely as possible our existing building to the south.

#### Doors

Currently the building has three existing sliding doors. One at the east, south and west. The smaller door to the East will be removed and the opening closed in. The West side door visible to the street will be removed have the opening resized for a recessed inside sliding carriage style door. The door opening to the south will have the existing door removed, the opening will be resized and a pair of decorative side-by-side entrance doors will be installed.

#### Windows

The four window openings on the north side and two window openings on the east or back side of the building will be closed in and covered by exterior siding. The four window openings on the south side and the two window openings on the west side of the building facing Morrish Road will be un-boarded. The openings will be sized for conventional casement windows with the faux 6-pane style and rail insert of a style that matches as closely as possible the windows of our current building at 7512 Grove Street. It is our hope to draw a continuity between the two buildings as closely as possible. Blackout curtains or shutters will be used on the inside of the windows to control lighting in the studio area.

#### Exterior Walls

The exterior walls of the block structure will be furred off, insulated with blue board style insulation and covered with T-111 style wood siding, trimmed and painted gray to match our existing building at 7512 Grove Street. The use of T-111 wood siding is preferred since our existing building to the south is sided in this material. It is our hope to draw a continuity between the two buildings as closely as possible.

## Utilities

As the proposed use of the building is for a studio area and as an addition to our existing adjacent property to the south no water or sewer utilities will be required. The building will be dry. The electrical system will be upgraded with a 200-amp meter socket and new 200-amp electrical circuit breaker distribution box. Circuits will include general work lighting, receptacle outlets located every 10 feet on all interior walls, individual circuits for mechanical systems, two outside ground fault interrupter convenience receptacle circuits and one ground fault interrupter circuit for sign lighting. One ground fault interrupter circuit will be provided for four new carriage house style brass and glass lights on either side of the exterior doors. Where possible low wattage high efficiency lighting will be used. Natural Gas will be piped into the building for use with a conventional forced air heating system.

## Interior

The interior of the building will be painted black for photographic purposes.

## Development of Grounds

The grounds area will be developed after construction and renovation of the existing block building are nearing completion.

### Demolition

The existing Anderson guardrail attached to telephone poles will be disassembled and the poles cut off at the ground. The material will be discarded. The existing concrete slab will be broken up and reused for retaining wall elements of earth berms as design allows or will be discarded.

### Development

Development of the grounds will include;

#### New Driveway

A serpentine driveway from Morrish Road to the West garage door of the new studio will be installed. The new drive will be approximately 10' x 75' x 6". Number 6 reinforcing wire will be installed throughout. The top surface will be dyed and stamped to resemble cobblestone.

#### New Signage

A new ground level relief carved wooden signage for the studio will be installed at the south side of the property. The sign will consist of two pieces each angled at 60 degrees to the road and backed by an earthen berm with plantings. The sign will be lighted from the front by ground effect lighting. The existing sign for the studio at 7512 Grove Street will be removed.

### Gazebo

A stick built wooden gazebo will be installed suitable for up to 6 people.

### Water Elements

A 3 area water element consisting of a water fall with a 5' fall at the south east corner of the property flowing into a short stream crossing the property with one 18'' small fall at the mid section and terminating in a small reflecting pond. The water element will use recirculated city water by means of a pump and filter system. The course of the water element will be separated from the soil with a liner covered by natural materials. The liner material will extend 12'' under the topsoil and 2'' above the high water mark. The depth of any portion of the water elements will not exceed 18'' in depth to protect individuals from accidental drowning and relieves the requirement of safety fencing which will preserve the aesthetic quality of the landscaping.

### Foot Bridge

An arched wooden footbridge with railings approximately 4' x 12' will be installed crossing the stream to aid in crossing from the office to the shoot studio and as a photo element.

### New Fencing

New fencing will be installed eastward from Morrish Road to the corner of the block building and across the east side of the property, perennial plantings of ivy, morning glory and grapes will be trained to the fencing. Fencing shall be of a decorative style privacy type made from durable materials. Preference shall be given to easily replaceable post foundations for maintenance reasons.

### Grading and Plantings

The property will be contoured to provide for the water element, lawn and perennial bedding plants, trees and shrubs.

### Benches

Three small garden benches will round out the development.

## 2.Plans and Elevations

See attached sketch of proposed site plan.

### 3. Organization

Diane L. Green Photography LLC is located at 7512 Grove Street, Swartz Creek, Michigan 48473. Diane L. Green Photography LLC operates as a limited liability company under registration as such with the State of Michigan. See a Copy of our State tax license and Proof of Insurance attached.

### 4. Prior Experience

John Green has 3 years experience renovating buildings for SunShine Food Stores across mid-Michigan, 1 year as the resident maintenance manager at Flushing Valley Apartments, has held a class 1 mechanical contractors license listed as his own master from 1984 until 1992, 20 years experience in the development, construction, installation and training of multi-million dollar machine tool systems across the world including the United States, Canada, Mexico and The People's Republic of China.

### 5. Project Financing

Details of the project financing are not to be released.

Purchase of the property from the City of Swartz Creek.

Funds for the purchase of the property will come from personal funds in savings moved through company accounts.

Renovation and Development

Funds for the renovation of the block building and the development of the photo park will come from personal funds in savings moved through company accounts and matching grant monies from the Swartz Creek Downtown Development Authority. At this time we are prepared to invest up to \$25,000.00 in renovation and development and will be seeking a matching grant for façade improvement, signage and landscaping of \$25,000.00 or the allowable maximum of the prevailing grant at the time of application.

## 6. Schedule

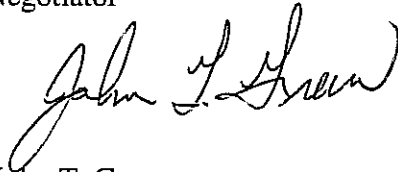
All dates are approximate and are based on the actual Closing date of the property, grant approval and disbursement and as weather permits. Should closing take longer than Nov. 1<sup>st</sup> some schedule dates may be delayed until the spring of 2009. It is our firm desire to have this project done in time for a gala kick off at Swartz Creek Hometown Days 2009.

Property Closing.....	On or about Nov. 1 <sup>st</sup>
Miss Dig Contacted.....	On or about Nov 2 <sup>nd</sup>
Consumers contacted for gas and electric install...On or about Nov 2 <sup>nd</sup>	
Installation of construction Signs.....	On or about Nov 2 <sup>nd</sup>
Ground Breaking Ceremony.....	On or about Nov 15 <sup>th</sup>
Installation of concrete drive (weather Permitting)On or about Nov 16 <sup>th</sup>	
Delivery of roll off scrap gondola.....	On or about Nov 16 <sup>th</sup>
Installation of Fencing.....	Nov 16 <sup>th</sup> – Nov 30 <sup>th</sup>
Roofing .....	Nov 16 <sup>th</sup> – Nov 30 <sup>th</sup>
Demolition of concrete and guard rail.....	On or about Nov 25 <sup>th</sup>
Door openings and doors.....	Dec 1 <sup>st</sup> – Dec 10 <sup>th</sup>
Window openings and windows.....	Dec 1 <sup>st</sup> – Dec 10 <sup>th</sup>
Electrical.....	Dec 1 <sup>st</sup> – Dec 30 <sup>th</sup>
Gas and Electric installation.....	Dec 15 <sup>th</sup> – Dec 30 <sup>th</sup>
Heating System.....	Dec 15 <sup>th</sup> – Dec 30 <sup>th</sup>
Painting interior.....	Jan 10 <sup>th</sup> – Jan 15 <sup>th</sup>
Exterior furring, siding .....	Dec 15 <sup>th</sup> – Jan 15 <sup>th</sup>
Seasonal close of construction.....	Jan 15 <sup>th</sup> - Thaw
Pick up of roll off scrap gondola.....	On or about Jan 15 <sup>th</sup>
Signage.....	On or about April 15 <sup>th</sup>
Delivery of rock and boulders.....	April 1 <sup>st</sup> – 15 <sup>th</sup>
Delivery of soil.....	April 1 <sup>st</sup> – 15 <sup>th</sup>
Grading.....	April 15 <sup>th</sup> – 30 <sup>th</sup>
Installation of 3 water elements.....	April 25 <sup>th</sup> –30 <sup>th</sup>
Delivery of plants.....	April 28 <sup>th</sup> - 30 <sup>th</sup>
Installation of foot bridge.....	May 1 <sup>st</sup> – May 5 <sup>th</sup>
Installation of Gazebo.....	May 6 <sup>th</sup> – May 15 <sup>th</sup>
Installation of benches.....	May 17 <sup>th</sup> – May 18 <sup>th</sup>
Installation of trees, shrubs and bedding plants.....	May 1 <sup>st</sup> – May 25 <sup>th</sup>
Removal of construction sign.....	May 25 <sup>th</sup>
Grand opening.....	Swartz Creek Hometown Days

7. Purchase Offer.

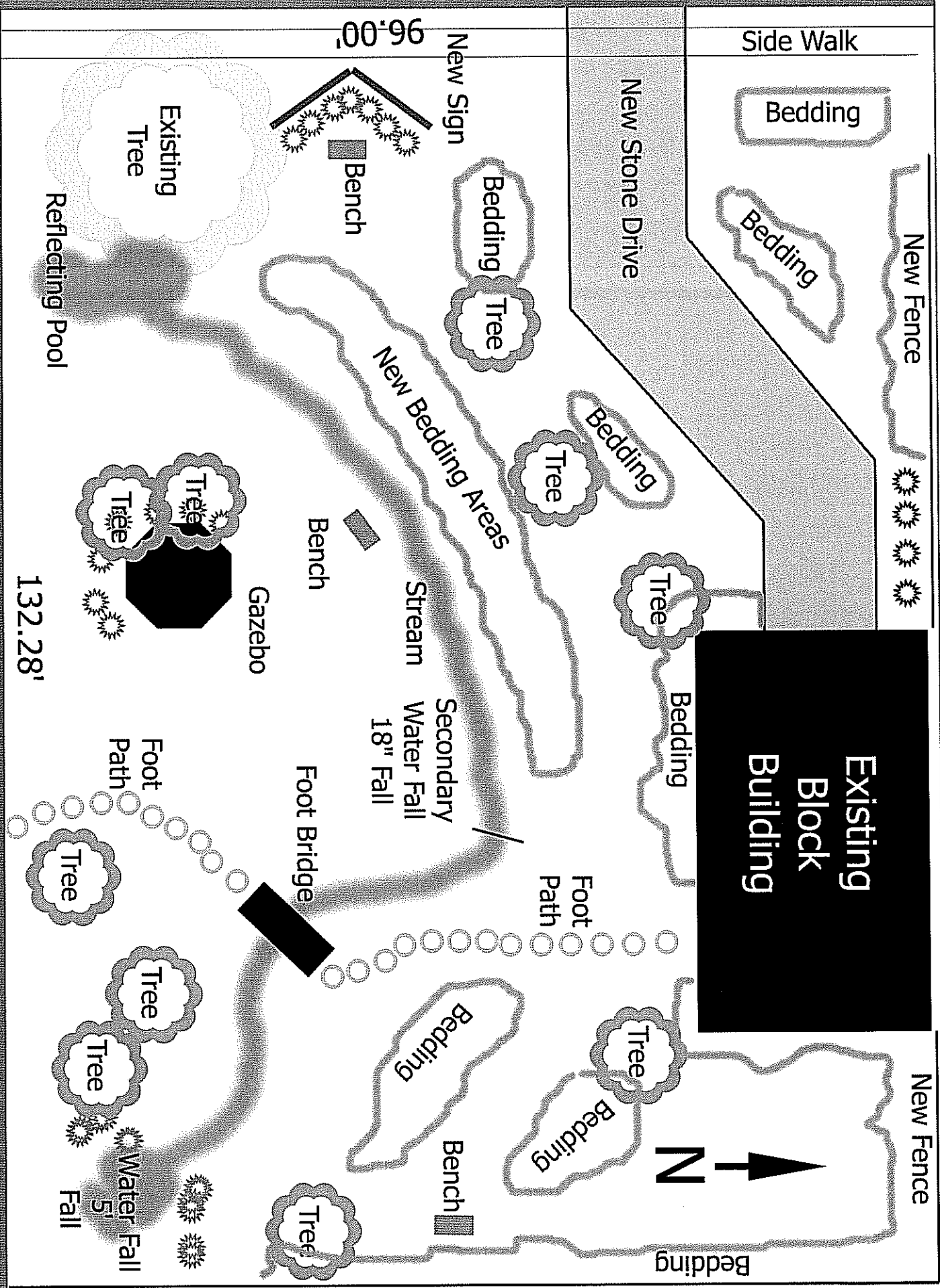
See purchase offer attached.

8. Authorized Negotiator

A handwritten signature in black ink that reads "John T. Green". The signature is written in a cursive style with a large initial 'J' and a long, sweeping underline.

John T. Green  
C/o Diane L. Green Photography LLC  
7512 Grove Street  
Swartz Creek, Michigan 48473  
810-496-3498





Proposed Use and Layout of 5129 Morrish Road  
 By Diane L. Green Photography LLC  
 Photo Park and Photographic Studio

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY

DIANE L GREEN PHOTOGRAPHY LLC  
7512 GROVE ST  
SWARTZ CREEK MI 48473

Sales Tax  
License

ACCOUNT NUMBER  
C 54-2186975

EXPIRATION DATE  
SEPT 30, 2008

500000 599 25 3 34 001 12 Q

Tax Codes | Type | Co-City | K | Loc. | Seas. Months | Fiscal | F

Issued under authority of P.A. 167 of 1933, as amended.

# CERTIFICATE OF INSURANCE

FARM BUREAU MUTUAL INSURANCE COMPANY OF MICHIGAN  
 FARM BUREAU GENERAL INSURANCE COMPANY OF MICHIGAN  
 Lansing, Michigan 48909

AMENDED

Name and Address of Certificate Holder:

Named Insured and Address:

CITY OF SWARTZ CREEK  
 8083 CIVIC DR.  
 SWARTZ CREEK, MI 48473

DIANE L. GREEN PHOTOGRAPHY LLC  
 7512 GROVE ST.  
 SWARTZ CREEK, MI 48473

Issue Date: **SEPTEMBER 30, 2008**

This is to certify that the policy(ies) of insurance indicated below has (have) been or will be issued by the above-indicated insurance company to the above-indicated Named Insured and is (are) or will be in force for the indicated policy period(s). However, this certificate is not a guarantee that the policy(ies) will remain in effect until its (their) stated expiration date. This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This certificate does not amend, extend, or alter the coverage afforded by the policy(ies) of insurance indicated below.

Type of Insurance	Policy Number	Policy Period	Limits of Liability	
<b>Auto Liability</b> <input type="checkbox"/> Owned (Inc. Statutory No-fault Cvg.) <input type="checkbox"/> Non-Owned		Eff. Exp.	<b>Bodily Injury</b> Each Person \$ Each Occurrence \$	
			<b>Property Damage</b> Each Occurrence \$	
<b>Combined Single Limit</b>				
<b>Business Auto Liability</b> <input type="checkbox"/> Hired <input type="checkbox"/> Non-Owned		Eff. Exp.	Each Accident \$	
<b>Worker's Disability Compensation</b>		Eff. Exp.	Coverage A - Statutory Coverage B - Bodily Injury by Accident \$ Each Accident (Employer's Liab.) Bodily Injury by Disease \$ Employee Bodily Injury by Disease \$ Policy Limit	
<b>Comprehensive General Liability or Commercial Package</b> <input type="checkbox"/> Including <input type="checkbox"/> Excluding Products-Completed Operations <input type="checkbox"/> Hired Auto <input type="checkbox"/> Non-Owned Auto <input type="checkbox"/> Excluding Explosion, Collapse, and Underground Property Damage	<b>S2603223</b>	Eff. 11/14/2007 Exp. 11/14/2008	Each Occurrence \$ 1,000,000 General Aggregate \$ 2,000,000 Products Aggregate \$ 2,000,000	
<b>Owners' or Contractors' Protective Liability</b>		Eff. Exp.	Each Occurrence \$	
<b>Products - Completed Operations Liability</b>		Eff. Exp.	Each Occurrence \$ Products Aggregate \$	
<b>Garage Liability and Non-Owned Autos</b>		Eff. Exp.	Each "Accident" "Garage Operations" "Auto" Only \$ Other than "Auto" Only \$ Aggregate "Garage Operations" Other than "Auto" Only \$	
<b>Umbrella Liability</b>		Eff. Exp.	Limit \$	
<b>Farmowners Liability Including Products</b>		Eff. Exp.	Limit \$	
<b>Business Pursuits</b>	<input type="checkbox"/> Excluded <input type="checkbox"/> Included: Type (describe):			

In the event of cancellation of any of the insurance policy(ies) indicated above before the expiration date thereof, the Company will endeavor to mail notice of such cancellation to the above-named Certificate Holder by regular mail to the last known address of the Certificate Holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the Company.

Kenneth D. Johnson

Authorized Signature

3561  
Agent No.

25  
County No.

## Offer to Purchase Real Estate

.....  
Be it known, the undersigned, believing time to be of the essence, Diane L. Green Photography LLC (Buyer), offers to purchase from The city of Swartz Creek (Owner), real estate known as 5129 Morrish Road, Swartz Creek, County of Genesee, State of Michigan, Said property more particularly described as:

58-01-100-20 0-176-A-

A parcel of land BEG N 0 DEG 45 min E 1601.51 FT from W ¼ COR of SEC, TH N 87 DEG 57 min 40 sec E 165 FT TH N 0 DEG 45 min E 96 FT TH S 87 DEG 57 min 40 sec W 165 FT TH S 0 DEG 45 min W 96 FT to place of BEG SEC1 T6H R5E .36 A(90) And containing 15840 square feet of land, more or less, and one cinder block building measuring approximately 41' x 24'.

**The purchase price offered is \$6000.00 Dollars.**

Earnest money herewith paid \$ \_\_\_\_\_

Balance at closing \$ \_\_\_\_\_

Total: \$6000.00

This offer is conditional upon the following terms:

1. Said property is to be sold free and clear of all encumbrances, by good and marketable title, with full possession to said property available to Buyer at date of close.
2. Owner shall include in the purchase price and transfer, free and clear of encumbrances, all fixtures on the property on the date of this offer. The terms of this offer, detailed in the standard purchase and sales agreement to be executed, will determine what items are included/excluded as fixtures.
3. Owner shall transfer property by warranty deed to the Buyer on the date of close.
4. Owner shall provide Buyer with title insurance to the property .
5. Owner shall provide for any zoning changes under the Master Plan of Swartz Creek for the use as outlined by the Buyer in the development proposal submitted to the Owner.
6. Owner shall provide Buyer with a copy of the environmental assessment document.

7. The parties agree to execute a standard purchase and sales agreement according to the terms of this agreement within 7 days of acceptance of this offer.
8. The closing shall occur on or before November 1<sup>st</sup>, 2008, at the public recording office, unless such other time and place shall be agreed upon.
9. This offer shall remain open until 4 o'clock P.M. October 31, 2008 and if not accepted by said time this offer shall be deemed rescinded and all deposits shall be refunded.

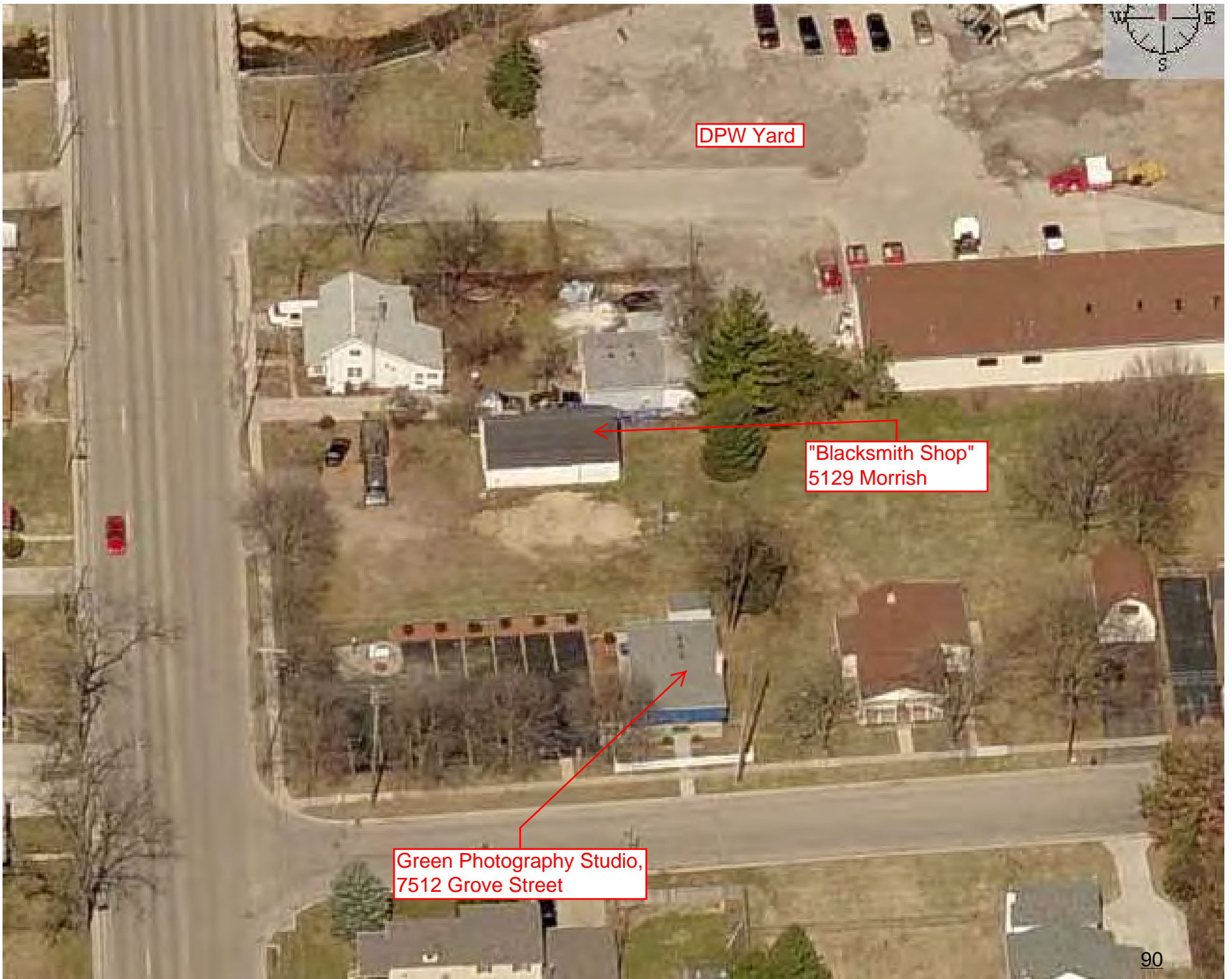
Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

Buyer \_\_\_\_\_ Date \_\_\_\_\_

Buyer \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Date \_\_\_\_\_

Owner \_\_\_\_\_ Date \_\_\_\_\_



DPW Yard

"Blacksmith Shop"  
5129 Morrish

Green Photography Studio,  
7512 Grove Street

## REQUEST FOR PROPOSALS

The City of Swartz Creek is receiving proposals for the purchase and redevelopment of a single property located at 5129 Morrish Road; between Miller Road and Grove Street. The City of Swartz Creek owns the parcel, including the cinderblock storage structure. The structure has the potential to be renovated or may be demolished. The City would like lot property developed into a use conducive the downtown area (residential or central business district). Proposals must be provided to the City Clerk by 4:00 p.m., October 2, 2008. Copies of the Bid Specifications are available from the Office of the City Manager, 8083 Civic Drive, Swartz Creek, MI 48473.

\*\*\*\*\*

PUBLISH: Wednesday, September 10, 2008  
PROOF REQUIRED  
THE FLINT JOURNAL

Please bill:   ATTN: Adam Zettel  
                  City of Swartz Creek  
                  8083 Civic Drive  
                  Swartz Creek, MI 48473

**REQUEST FOR PROPOSALS**  
**5129 Morrish Road:**  
**CITY OF SWARTZ CREEK**  
September 10, 2008

**Overview**

The City of Swartz Creek, Michigan is seeking proposals for the purchase and redevelopment of a single property located at 5129 Morrish Road; between Miller Road and Grove Street. The City of Swartz Creek owns the parcel, including the cinderblock storage structure. The structure has the potential to be renovated or may be demolished. The City would like lot property developed into a use conducive the downtown area (residential or central business district).

The site is currently used for public use (storage). A Phase One environmental study has revealed NO contamination on the site; however, residential proposals are discouraged. Non-residential uses such as office shall be preferred over residential proposals. Industrial uses shall not be permitted. Innovative uses for the site are encouraged.

**Background on the City of Swartz Creek:**

The City of Swartz Creek is located approximately 7 miles West of Downtown Flint, Michigan, near the western edge of Genesee County. Swartz Creek has two (2) interchanges on I-69, at Morrish and Miller Roads. I-69 is an east-west highway that connects with I-75 to the immediate east, providing a north-south connection through the entire state. Miller Road is the primary east-west route through the city and provides access to the larger commercial areas in Flint Township to the east.

**General Information**

The property is a platted parcel, measuring approximately 130' x 96', located at 5129 Morrish Road in downtown Swartz Creek. The parcel is adjacent to one single family home to the north and one office building on Morrish Road to the south. It also abuts the Swartz Creek City Department of Public Service Building to the east and an additional single family home to the east, on Grove Street.

The structure on the property is a cinderblock building currently used by the City for storage of miscellaneous equipment and infrastructure components. This building roof is rapidly deteriorating, but is otherwise suitable for rehabilitation. The property has access to water, sewer, cable, phone, and gas utilities.

Historical use of the structure is not fully documented. The Phase One environmental and other records indicate the site was used as a blacksmith shop, a single family home with garage, and as storage for the City. No contamination was discovered, but a BEA is recommended.

Further information can be requested from the city staff.

**Coordinating Office**

All questions and additional information concerning this request for proposals should be directed to:



Mr. Adam Zettel, Assistant City Manager/Zoning Administrator  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473-1498  
(810) 635-4464

### **Deadline for Submission**

All proposals must be submitted to City Hall on or before 4:00 PM, Wednesday October 2, 2008 at the above address.

### **Project Development Guidelines**

The proposals for development must incorporate the following guidelines:

1. The City will allow development on the platted lot, meeting the dimensional and use requirements of the Zoning Ordinance for the Central Business District.
2. If a new residential unit is proposed, the design must match the units in the neighborhood (1½ or 2 story structure complimenting the common era of construction). Garage doors must be side entry or recessed, if feasible.
3. If a new residential unit is proposed, a Baseline Environmental Assessment shall be completed by the Developer.
4. The exterior/facade of any new or rehabilitated structure shall have a quality appearance consistent with new residential or commercial construction and the design guidelines observed in the City's Planned Unit Development Districts.
6. Access and parking (if proposed) must be clearly identified in the proposal.
7. Landscaping, pedestrian amenities, and other features are encouraged and must be identified.
8. Rehabilitation of the existing structure will be considered.
9. Combination with any adjacent parcel for use as an accessory use or open space shall also be considered.

### **Evaluation Criteria**

All proposals will be reviewed and ranked by the City Administrative Staff with final approval by the City Council. The basis of the evaluation criteria and development objectives set forth below:

1. Achievement of site goals and proposal guidelines.
2. Capacity to complete project; commence construction in 2008 or 2009.
4. Demonstrate and provide financial capacity to undertake project.
5. Anticipated sale price of project (if applicable).
6. Experience with similar development projects.
7. Creativity of design and use of the land.
8. Purchase price of property (selection will NOT be based solely upon price).

### **Selection Process**

All proposals will be reviewed and ranked by the City administration. A written evaluation will then be forwarded to the Council rating each of the proposals and providing comments. The City reserves the right to ask any or all applicants to make a formal public presentation. The City may request additional proposal or financial information to further clarify or support the submission. The Council will then consider the proposals based on the above evaluation criteria and select a preferred developer.

A purchase/development agreement will then be negotiated with the developer prior to final approval by the City Council. This agreement will contain the purchase price and any conditions related to development of the sites. If a purchase/development agreement is not concluded in a timely fashion, the City Council, at its option, may choose to initiate negotiations with the next highest ranked applicant. The City reserves the right to reject any or all proposals, to waive irregularities and/or informalities in any proposal, and to make the award in any manner deemed in the best interest of the City of Swartz Creek.

### **Proposal Content and Format**

Three (3) copies of the proposal shall be submitted to the City and shall be formatted in the order outlined below. Each section of the proposal must be clearly identified with the appropriate headings. Brevity in response to the application is appreciated and the proposal need not exceed ten (10) pages in length. Additional copies may be requested if necessary.

### **Proposal Format**

1. Project Description- provide written and/or graphic materials portraying the developer's proposal for how the lot will be used and/or developed.
2. Plans/Elevations - Provide a sketch plan of any new or rehabilitated structure; any proposed driveway, parking, or garage locations; and elevations or sample renderings/photos of the building exterior.
3. Organization - State the full name and address of the organization. Indicate whether it operates as an individual, partnership corporation or limited liability company. Include copies of licenses to operate in the State of Michigan, certificate of insurance, and other pertinent legal documentation. Please indicate whether the organization or its principals has ever conducted business under any other name. This information shall be provided for all organizations participating in the development of the property.
4. Prior Experience - Provide a description of other projects completed (as developer or as the contractor of the developer).
5. Project Financing - Provide a description of the financial resources for completion of the project including time schedule required to assemble needed financial commitments.
6. Schedule - Include a project completion schedule including starting and completion dates and other key dates as identified for action (i.e. breaking ground, initiation of rehabilitation, project completion).
7. Purchase Offer - indicate the amount offered for the property and any contingencies proposed.
8. Authorized Negotiator - Include the name, signature and telephone number of the person(s) in your organization authorized to negotiate an agreement with the City of Swartz Creek.

### **Disclosure and Cost Liability**

All information in an applicant's proposal is subject to disclosure under the provisions of Public Act No. 442 of 1976, known as the "Freedom of Information Act" except the description of financial resources if confidentiality is requested. This act also provides for the complete disclosure of contracts and attachments thereto.

The City of Swartz Creek assumes no responsibility or liability for costs incurred by the applicant. Total liability of the City of Swartz Creek is limited to the terms and conditions as stated in the RFP and any subsequent agreement with the City.

**Indemnification:**

The successful bidder agrees to defend, indemnify and hold harmless the City of Swartz Creek, its officers and members, and its respective employees and agents, from and against all claims, lawsuits, losses and expenses including attorney's fees arising out of or resulting from the performance of this award.

**Pre-Bid Meeting:**

A pre-bid meeting for all interested applicants will be held at 2:00 p.m. on Wednesday, September 18, 2008 at the Swartz Creek Council Chambers, 8083 Civic Drive, Swartz Creek, MI 48473-1498. Members of the administration will be available to answer any questions about the site and proposal. The meeting may adjourn to the site for inspection of the property. If, as a result of the questions raised at the meeting, the RFP is revised or additional information is provided, this information will be sent to all interested parties.

**Schedule:**

The following dates have been established, but are subject to change at the City's option. The City of Swartz Creek reserves the right to invite a presentation of the proposals.

RFP Issued September 10, 2008  
Pre-Bid Meeting September 18, 2008 at 2:00 p.m.  
RFP Response Deadline October 2, 2008 at 4:00 p.m.  
Presentations by Invitation To Be Announced  
Council Selection Tentative, October 2008  
Agreement Negotiated/Approved Within 30 Days of Selection  
Commence Construction Spring, 2009

**Non Refundable Deposit:**

As a good faith commitment to proceed, a mutually agreeable, non-refundable deposit will be required upon the signing of a purchase agreement with the City. This money will be applied to the purchase price upon closing. If, however, the agreement is breached by the Developer, voided or rescinded, the deposit will be forfeited to the City.



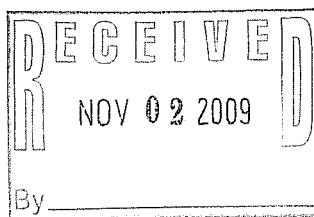
GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

-DIVISION OF-  
WATER & WASTE SERVICES

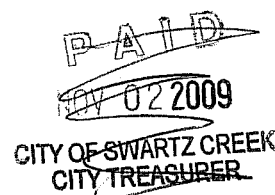
JEFFREY WRIGHT  
COMMISSIONER

G-4610 BEECHER ROAD • FLINT, MICHIGAN 48532-2617

PHONE (810) 732-7870 • FAX (810) 732-9773



October 29, 2009



Juanita Aguilar, Clerk  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

RE: Obligations for Bond Payment During 2010

Dear Ms. Aguilar:

In keeping with the Genesee County Board of Commissioners' Resolution No. 72-155, which requires that we report to the Board on the manner in which each of the communities will secure the necessary funds to pay the principal and interest due on the bonds in the Year 2010, we are transmitting herewith two (2) copies of a resolution for consideration by the governing body. This resolution indicates the total payment which will be due on the bond issues for which your municipality is obligated to make payment.

After completing the portion of the resolution indicating where the necessary funds will be secured to meet the total payment, please present it for consideration at the next meeting of the governing body. When the resolution is approved, please return one (1) completed copy by **January 1, 2010**, to us, and retain one (1) copy for your records.

If you need any additional information from us while considering this resolution, please advise us. Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michelle Cole, Division Finance Officer  
Division of Water and Waste Services

MC:kt

Enclosures

CC: JFO/File  
Accounting



**RESOLUTION**

At a \_\_\_\_\_ meeting of the City of Swartz Creek held in the City Hall in the said City of Swartz Creek on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_m. local time.

Present: \_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_

The City Clerk presented the amount of money to be paid by the City of Swartz Creek to meet the principal and interest requirements on all bond obligations for water and sewer facilities during the calendar year. The Council then considered the various means by which they were planning to secure the funds necessary to meet this obligation. The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, the City of Swartz Creek has a need to pay to the County of Genesee the sum of \$56,237.56 to meet the bond and principal requirements on all bond obligations for water and sewer facilities in; and

WHEREAS, there are several means by which the funds can be secured to meet this payment; and

WHEREAS, all various means of securing these funds have been reviewed and considered.

NOW THEREFORE, BE IT RESOLVED BY THE City of Swartz Creek, that the monies to meet the principal and interest requirements and all bond obligations for water and sewer facilities will be secured from the following funds.

Funds Already Available	\$ _____
Tap-In Fees to be Collected	\$ _____
Funds from Monthly Rates for Services	\$ _____
General Fund	\$ _____
Ad-Valorem Levy	\$ _____
Other	\$ _____

**Grand Total:**



# CITY OF SWARTZ CREEK

*BOARDS AND COMMISSIONS (Rev January 11, 2010)*

BOARD/COMMISSION		ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
<b>CITY COUNCIL</b>								
C. David Hurt	1st	9214 Chesterfield	635-7706		03/08/99	11/07/06	11/02/10	4 Yr.
Richard B. Abrams	At-Large	5352 Greenleaf	635-9224		11/06/84	11/04/08	11/06/12	4 Yr.
Rae Lynn Hicks	2nd	8373 Miller	635-3569	C=869-7546	11/07/06	11/07/06	11/02/10	4 Yr.
Betty Binder	At-Large	8079 West Bristol Rd	635-4930	c=730-0080	11/04/08	11/04/08	11/06/12	4 Yr.
Curtis Porath	3rd	4485 Frederick St.	635-4398	C=348-4162	11/05/02	11/07/06	11/02/10	4 Yr.
David Krueger	At-Large	7399 Miller Rd	635-4692	C=240-2358	11/04/08	11/04/08	11/06/12	4 Yr.
Michael Shumaker	4th	4084 Jennie Lane	635-3107	C=429-3068	11/05/02	11/07/06	11/02/10	4 Yr.
<b>BOARD OF REVIEW</b>								
Robert Brown		4359 Springbrook Dr.	635-0615		07/01/09	07/13/09	0721/12	3 Yr.
Joseph J. Edgerton		9127 Chesterfield	635-9832	635-9513		11/25/02	06/30/11	3 Yr.
Thomas MacGillivray		5052 Fairchild	635-4057	C=869-1443		06/30/07	06/30/10	3 Yr.
<b>FIRE BOARD</b>								
Richard L. Derby	Clayton	9230 Corunna	635-4056		??	??		
Michael Messer	Clayton	2060 S. Morrish	635-3476		??	??		
Rod Shumaker	Clayton	7077 Lou Mac	635-2543		??	??		
Ray Thornton	-City Citizen Rep	5367 Greenleaf	635-9205		04/01/08	11/10/08	11/10/10	2 Yr.
Rick Clolinger	City Citizen Rep	8100-A Civic	635-4401		12/04/06	11/10/08	11/10/10	2 Yr.
David Hurt	Council Rep	9214 Chesterfield	635-7706		11/10/08	11/10/08	11/10/10	2 Yr.
City Swing Rep								
<b>GENESEE COUNTY METRO ALL</b>								
David Krueger	Delegate	7399 Miller Rd	635-4692	C=240-2358	11/24/08	11/24/08	11/08/10	2 Yr.
Ronald Schultz	Citizens	4279 Springbrook Dr	635-8575	732-1574	07/01/04	11/24/08	11/08/10	2 Yr.
<b>GEN COUNTY NARC CONTROL</b>								
Curtis Porath	Delegate	4485 Frederick St.	635-4398	C=348-4162	11/24/08	11/24/08	11/08/10	2 Yr.
Rae Lynn Hicks	Alternate	8373 Miller	635-3569	C=444-8229	11/24/08	11/24/08	11/08/10	2 Yr.
<b>GEN COUNTY SMALL CITIES</b>								
Richard Abrams	Delegate	5352 Greenleaf	635-9224		11/25/02	11/24/08	11/08/10	2 Yr.
Mike Shumaker	Alternate	4084 Jennie Lane	635-3107	C=429-3068	11/25/02	11/24/08	11/08/10	2 Yr.
<b>LOCAL OFF COMP COMM</b>								
Monte R. Morgan, Vice Chair		5388 Greenleaf	635-4395			09/30/07	09/30/10	3 Yr.
Patricia Maksymiu, Chair		7188 Miller	635-3814			11/27/06	09/30/10	4 Yr.
Ronald Schultz		4279 Springbrook	635-8575	732-1574	11/25/02	09/08/08	09/30/11	3 Yr.
David Alexander		5346 Greenleaf Dr.	635-2321			09/30/07	09/30/11	4 Yr.
Tommy Butler		40 Somerset	635-7640			11/24/08	09/30/09	1Yr.
<b>PARK AND REC ADV BOARD</b>								
Korene Kelly		7281 Bristol Rd.	635-4389			01/01/06	12/31/09	3 Yr.
Rodney Gardner		5024 Brady	635-9101		11/22/99	01/01/06	12/31/09	3 Yr.
Michael Shumaker		4084 Jennie	635-3107	C=429-3068	11/22/99	01/01/06	12/31/09	3 Yr.
Rick Henry		6353 Bristol	635-7509			01/01/06	12/31/09	3 Yr.

# CITY OF SWARTZ CREEK

*BOARDS AND COMMISSIONS (Rev January 11, 2010)*

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
Bradley Stiff (Chair)	9040 Chesterfield Dr.	252-3174		10/24/06	10/04/06	12/31/09	3 Yr.
Dave Plumb	5152 S. Morrish #79	965-4573	C= 625-6921	11/24/08	11/24/08	12/31/09	1 Yr.
Rae Lynn Hicks (Vice)	8373 Miller	635-3569		04/10/01	01/01/06	12/31/09	3 Yr.
Ray Thornton	5367 Greenleaf Dr.	635-9205		11/09/03	01/01/06	12/31/09	3 Yr.
James Florence (Sec)	4296 Springbrook	635-2772	C=444-2002	11/25/02	01/01/06	12/31/09	3 Yr.
<b>PLANNING COMMISSION</b>							
Robert Florine	5914 Cross Creek	635-8764		07/01/03	07/13/09	06/30/12	3 Yr.
James Florence	4296 Springbrook	635-2772	C=444-2002	09/08/08	07/13/09	06/30/12	3 Yr.
Kathy Ridley	3414 Elms	635-3168		09/17/02	07/01/04	06/30/10	3 Yr.
Carl Conner	4061 Elms	635-9024	238-5200, Pgr:88	10/25/99	07/01/08	06/30/11	3 Yr.*
Douglas Stephens (Chairperson)	5250 Birchcrest	635-2134	635-4090	06/26/89	07/01/08	06/30/11	3 Yr.*
Bud Grimes	5171 Oakview Drive	635-7284		07/01/04	07/01/04	06/30/10	3 Yr.
C. David Hurt	9214 Chesterfield	635-7706		11/30/03	11/24/08	11/09/09	1 Yr.
Paul Bueche	8083 Civic Dr	635-4464		11/09/98	11/24/08	11/08/10	2 Yr.
Richard Abrams	5352 Greenleaf Dr	635-9224		11/12/02	11/24/08	11/08/10	2 Yr.
<b>W.W.S. ADV COMM</b>							
Adam Zettel, Delegate	8083 Civic	635-4464			11/24/08	11/08/10	2 Yr.
Tom Svrcek, Alternate	8083 Civic	635-4464			11/24/08	11/08/10	2 Yr.
<b>ZONING BOARD OF APPEALS</b>							
Douglas Stephens	5250 Birchcrest	635-2134	635-4090	10/25/99	07/01/08	06/30/11	3 Yr.*
Ronald Smith, Secretary	9194 Chesterfield	635-9619		07/10/95	07/01/08	06/30/11	3 Yr.*
Curt Porath Council Rep	4485 Frederick St.	635-3079		11/11/02	11/24/08	11/08/10	2 Yr.
Ronald Schultz, Chairperson	4279 Springbrook	635-8575	732-1574	11/08/04	11/06/07	11/03/10	3 Yr.
James Packer, Vice Chairperson	7216 Miller Rd.	635-3724			11/06/07	11/03/10	3 Yr.
Bradley Stiff (Alternate)	9040 Chesterfield Dr.	252-3174		10/13/08	10/13/08	06/30/11	3 Yr.*
John Gilbert (Alternate)	7459 Miller Rd.	635-9762		10/13/08	10/13/08	06/30/11	3 Yr.*
<b>CONSTR. BOARD OF APPEALS</b>							
Douglas Stephens	5250 Birchcrest Dr.	635-2134	635-4090	06/09/03	11/24/08	11/08/10	2 Yr.
Michael Shumaker	4084 Jennie	635-3107	C=429-3068	06/09/03	11/24/08	11/08/10	2 Yr.
Ronald Schultz	4279 Springbrook	635-8575	732-1574	06/09/03	11/24/08	11/08/10	2 Yr.
<b>911 CONSORTIUM</b>							
Paul Bueche (Executive Board)	8083 Civic	635-4464			11/24/08	11/08/10	2 Yr.
<b>STREET ADMINISTRATOR</b>							
Adam Zettel Delegate	8083 Civic Dr.	635-4464		11/27/06	11/24/08	11/08/10	2 Yr.
Tom Svrcek Alternate	8083 Civic Dr.	635-4464		11/27/06	11/24/08	11/08/10	2 Yr.
<b>DDA</b>							
Richard Abrams (Mayor)	5352 Greenleaf Dr.	635-9224		09/27/04	11/24/08	11/08/10	2 Yr.
Richard Mattson	9251 W. Hill Rd.	635-4490	449-3030	10/22/07	04/01/08	03/31/12	4 Yr. / 4Yr*
Paul Bueche	8083 Civic Dr.	635-4464		09/27/04	12/01/05	11/30/09	1 Yr. / 4Yr
Rodney Gardner	5024 Brady St.	635-9109	C= 625-7626	09/27/04	10/24/06	03/31/10	4Yr



# CITY OF SWARTZ CREEK

**BOARDS AND COMMISSIONS** (Rev January 11, 2010)

BOARD/COMMISSION	ADDRESS	HOME	OFFICE-CELL	START	APPOINT	END	MISC
Cliff Hull	6200 Reid Rd. Sw. Cr.	655-3714	635-4090	09/27/04	04/01/06	03/31/10	4Yr
Steve Mardlin	5340 Chin Maya Dr. Sw. C	635-3869	635-9010	09/27/04	04/23/07	03/31/11	4Yr
Mark Nemer	8122 W. Hill Sw. Cr.	635-2041	635-2227	09/27/04	04/01/08	03/31/12	4 Yr. / 4Yr*
Ernie Eckerdt	5019 Brady, PO Box 4	635-8790		01/28/08	01/28/08	11/30/09	4 Yr.
Sandy Raffaelli	8098 Miller Rd	635-4262	287-1941	09/27/04	04/23/07	03/31/11	4Yr

## DDA CITIZEN ADVISORY BOARD

Vacant (Ernie Eckerdt)				08/22/05	11/27/06	11/04/08	2 Yr.
Juliet Stephens-Kijek	8103 Miller Rd	630-0847		08/22/05	11/24/08	11/08/10	2 Yr.
Vacant (Betty Binder)							2 Yr.
Fred Pajtas	7580 Church St.			08/22/05	11/24/08	11/08/10	2 Yr.
Jennie Moench	5030 First St.	630-0577		08/22/05	11/24/08	11/08/10	2 Yr.
Shelly Wilson	8126 Ingalls St.	625-2555		08/22/05	11/24/08	11/08/10	2 Yr.
Jeff Litwin	7506 Grove	635-9440	C= 240-0996	08/22/05	11/24/08	11/08/10	2 Yr.
Peggy Burnham	8104 Miller Rd.	630-8156		08/22/05	11/24/08	11/08/10	2 Yr.
Becky Tabit	5027 Brady	635-0441		08/22/05	11/24/08	11/08/10	2 Yr.

## Sr. Center

Melinda Soper, Director	5442 Mancelona, Gr Bl	695-1615	394-2360				
Marta Bentoski, Assit Director	10512 Village, Gr Blanc	603-2790	248-310-0828				
Joan Beckner, Office Assist	523 Worchester Dr.	635-3847					
Angela Roberts, Office Assist	4377 Staunton Dr, SC	720-1502	347-5529				
Jim Florence, President	4296 Springbrook	635-2772				06/01/09	
Roger Bloss, Vice President	8370 Reid Rd.	635-3788	397-6635			06/01/10	
Ann Knight, Treasurer	4935-321 Ita Ct.	635-7342				06/01/10	
Sally Creech, Sevretary	3496 Seymour Rd	635-7703				06/01/10	
Richard Abrams	5352 Greenleaf Dr	635-9224				06/01/09	
Phillip Bracey	4449 Lindewood Dr	733-3353				06/01/09	
Dennis Johnson	4284 Springbrook Dr	635-9330				06/01/09	
Pat McLeod	9319 Elaine Dr.	635-4954				06/01/09	
Dorothy White	7284 Grandwood Dr	655-8416				06/01/09	

## Disaster Policy Committee

Paul Bueche	8083 Civic Dr.	635-4795		04/10/06	11/24/08	11/08/10	2 Yr.
Boots Abrams	5352 Greenleaf	635-9224		04/10/06	11/24/08	11/08/10	2 Yr.
Rae Lynn Hicks	8373 Miller	635-3569	W= 342-2199	04/10/06	11/24/08	11/08/10	2 Yr.
David Plumb	5152 S. Morrish #79	965-4573	C= 625-6921	04/10/06	11/24/08	11/08/10	2 Yr.
Rick Clolinger	8100-A Civic Dr.	635-4401		04/10/06	11/24/08	11/08/10	2 Yr.
Brent Cole	8100-B Civic Dr.	635-2300		04/10/06	11/01/08	11/08/10	2 Yr.

■ Vacant Due To Resignation or Re-Appointment

## Interested Parties

Brad Hissong		W-629-2261	
Josh White (PC/ZBA/MISC)		C-810-423-5861	
Bruce Banta	5371 Seymour Rd	635-3450	

## **MAYOR/COUNCIL APPOINTMENTS**

(NOTE THAT ALL MAYORAL APPOINTMENTS ARE TO BE CONFIRMED BY THE CITY COUNCIL)

AUTO THEFT COUNCIL (GAIN): No Reference – **MAYOR**  
Delegate - Councilmember                      Alternate – Councilmember

BOARD OF REVIEW: Charter: 9.7 – **COUNCIL**  
Comprised of three (3) members from the electorate.

CONFEDERATION FOR AREA MUNICIPALITIES FOR ECONOMIC OPPORTUNITY (CAMEO): No Reference – **Defunct**

CONSTRUCTION BOARD OF APPEALS: MI Building Code/State Statute - **COUNCIL**  
Statute stipulates a minimum of three (3) and no more than seven (7) members.  
Swartz Creek traditionally appoints three (3).

DOWNTOWN DEVELOPMENT AUTHORITY (DDA): Ordinance: 6-21 thru 25 and  
Governing Rules – **MAYOR**  
Governing Rules stipulate nine (9) members; the Mayor, at least five (5) having an  
interest in downtown property and at least one (1) residing in the downtown district.

DEVELOPMENT AREA CITIZEN'S COUNCIL (DACC): State Statute - **COUNCIL**  
State Statute requires nine (9) members of the electorate and residing within the  
downtown district to act as advisory/review board for the DDA Development Plan  
and subsequent action.

FIRE BOARD (SWARTZ CREEK AREA): No Reference – **MAYOR**  
Fire Agreement between City of Swartz Creek and Clayton Township calls for three  
(3) members from each municipality and one (1) annual "swing" member  
(City/Township). One representative from the City Council and one representative of  
the Township Board is to be included; the balance from the electorate.

GENESEE COUNTY METROPOLITAN ALLIANCE: No Reference – **MAYOR**  
METRO request: One (1) City Council representative and one (1) citizen  
representative.





GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

-DIVISION OF-  
WATER & WASTE SERVICES

JEFFREY WRIGHT  
COMMISSIONER

G-4610 BEECHER ROAD • FLINT, MICHIGAN 48532-2617

PHONE (810) 732-7870 • FAX (810) 732-9773

MEMORANDUM

DATE: December 3, 2009  
TO: Advisory Board Members  
FROM: John F. O'Brien, P.E., Director *JFO*  
SUBJECT: FY 2009 Year End Projection  
FY 2010 Budget

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Find enclosed the 2009 Year End and 2010 proposed Budget for the Division of Water and Waste Services. The key points to the Budget are as follows:

1. The Division will have a salary wage freeze for all employees in 2010. This is the second freeze for the non-bargaining unit employees and the first for the bargaining unit members.
2. For 2010, we are in the second year rate cycle for District 2 (1, 2, 5, and 6), third year for Water, fourth year for District 3, and the fifth year for District 7. The Budget has met the expectations of the rate plans.
3. For 2010, the Water fund includes an estimate of a 13% rate increase from the Detroit Water and Sewerage Department for the purchase of water after August 2010. As always, DWSD will announce their proposed rates in January/February 2010, with Board and Council approval by May 2010, which includes a final version of the rates. We will publish and notify the communities as quickly as possible.
4. The Budget is presented in a new format. It contains a comparison of previous years along with the proposed Budget for 2010.
5. The Division is cognizant of the economics situation of the communities and their customers and will differ capital expenses until funding is assured. This will put us in a "pay as you go" program for the near future.
6. The Division operates within the rates provided by the system for 2010. Baring any unforeseen or predicted changes, we do not see any issues for 2011. The Division will begin negotiations with our bargaining unit for a new contract in 2010 and we will be monitoring the healthcare plan as it develops at the national stage.

The members of District 3 and 7 and the Budget Subcommittee have received and recommended the Budget to the full Advisory Committee. The Division respectfully requests that the Advisory Committee recommend the County Agency, Genesee County Drain Commissioner, accept and approve the FY 2010 Budget.



**Genesee County Drain Commissioner**  
**Budget Analysis as of September 30, 2009**  
**Division of Water and Waste Services**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	10,143,096	10,021,712	10,159,495	10,733,344	573,849
Total Supply Expenses	644,427	775,607	744,635	788,065	43,429
Total Other Expenses	4,238,539	3,713,796	5,241,773	4,921,364	(320,410)
Total Contracts	14,171,982	11,261,576	11,651,976	13,991,972	2,339,996
Total Rentals	88,932	77,470	30,610	36,750	6,140
Total Repair and Maintenance	1,483,538	2,368,920	1,923,599	1,790,658	(132,941)
Total Operation Services	3,868,938	4,459,173	4,649,935	4,921,347	271,412
Total Capital Expense	608,263	550,763	980,087	668,400	(311,687)
Total Debt Service	2,320,341	2,477,845	2,796,311	11,092,437	8,296,126
<b>Grand Total All Expenses</b>	<b>37,568,057</b>	<b>35,706,862</b>	<b>38,178,421</b>	<b>48,944,336</b>	<b>10,765,915</b>

**Operational Revenues :**

Sewer Revenue	20,928,508	18,107,084	21,460,879	26,890,727	5,429,848
Plan Review Fee	0	0	5,750	15,000	9,250
Sewer Maintenance	228,676	199,999	161,642	218,040	56,398
CMOM	1,003,861	862,155	734,448	979,264	244,816
Inspection Fees	2,500	1,200	17,733	28,500	10,767
Sewer Billing Service	86,001	65,704	64,678	88,026	23,348
Sewer Taps	3,400	3,600	92	1,250	1,158
Application Review / Permit Fee	0	0	9,250	12,000	2,750
Annual Charge - Industrial	0	0	145,177	151,000	5,823
BOD Surcharges	0	5,687	31,026	45,000	13,974
Groundwater Discharge	0	0	0	0	0
Penalties	0	0	0	0	0
Water Revenue	16,336,861	15,312,257	20,265,544	22,507,762	2,242,218
Public Fire Protection Service	71,691	87,944	88,000	88,000	0
Misc - Water Sales	37,978	48,989	55,076	45,000	(10,076)
Water Billing Service	76,807	56,879	101,877	60,000	(41,877)
Meter Sales	88,207	44,508	47,366	40,000	(7,366)
Income on Investments	160,771	139,656	11,748	21,250	9,502
Other Income	750,686	432,118	58,957	37,500	(21,457)
S-Permits - Water	19,836	24,488	10,922	5,000	(5,922)
S-Permits - Sewer	86,789	9,172	5,268	5,000	(268)
Soil Erosion	181,838	116,326	59,752	70,000	10,248
<b>Total Revenue</b>	<b>40,064,408</b>	<b>35,517,765</b>	<b>43,335,186</b>	<b>51,308,319</b>	<b>7,973,133</b>
Net Balance	2,496,351	(189,097)	5,156,766	2,363,983	
Expense to Revenue ratio	94%	101%	88%	95%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 District #2**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	7,288,732	6,904,033	7,016,502	7,606,199	589,697
Total Supply Expenses	418,766	465,459	455,766	483,597	27,832
Total Other Expenses	1,913,459	1,836,819	2,547,859	2,398,085	(149,775)
Total Contracts	2,584,232	1,597,481	1,412,922	1,575,222	162,300
Total Rentals	76,085	66,354	21,074	26,500	5,426
Total Repair and Maintenance	983,602	1,317,089	1,311,166	1,197,458	(113,708)
Total Operation Services	2,653,564	2,980,586	3,394,517	3,476,803	82,286
Total Capital Expense	502,903	460,691	635,757	428,000	(207,757)
Total Debt Service	1,528,780	1,637,144	1,551,161	7,542,886	5,991,725
<b>Grand Total All Expenses</b>	<b>17,950,123</b>	<b>17,265,656</b>	<b>18,346,724</b>	<b>24,734,750</b>	<b>6,388,027</b>

**Operational Revenues :**

Sewer Revenue	16,833,209	14,342,719	17,566,323	22,945,831	5,379,507
Plan Review Fee	0	0	5,750	15,000	9,250
Sewer Maintenance	228,676	199,999	161,642	218,040	56,398
CMOM	1,003,861	862,155	734,448	979,264	244,816
Inspection Fees	2,500	1,200	17,733	28,500	10,767
Sewer Billing Service	82,653	62,082	60,175	83,500	23,325
Sewer Taps	2,700	3,600	(108)	1,250	1,358
Application Review / Permit Fee	0	0	9,250	12,000	2,750
Annual Charge - Industrial	0	0	145,177	151,000	5,823
BOD Surcharges	0	5,687	31,026	45,000	13,974
Groundwater Discharge	0	0	0	0	0
Penalties	0	0	0	0	0
Income on Investments	(16,653)	35,341	7,101	16,250	9,149
Other Income	623,772	280,419	68,957	37,500	(31,457)
S-Permits - Water	19,836	24,488	10,922	5,000	(5,922)
S-Permits - Sewer	86,789	9,172	5,268	5,000	(268)
Soil Erosion	181,838	116,326	59,752	70,000	10,248
District #3 Revenue	0	0	0	52,267	52,267
District #7 Revenue	0	0	0	34,845	34,845
Water Revenue	0	0	802,093	784,010	(18,083)
<b>Total Revenue</b>	<b>19,049,179</b>	<b>15,943,186</b>	<b>19,685,511</b>	<b>25,484,258</b>	<b>5,798,747</b>
Net Balance	1,099,057	(1,322,470)	1,338,787	749,507	
Expense to Revenue ratio	94%	108%	93%	97%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 Pump Station Maintenance**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	1,329,218	1,349,322	1,419,132	1,433,116	13,985
Total Supply Expenses	31,294	21,448	15,241	18,011	2,770
Total Other Expenses	408,552	382,334	518,226	489,177	(29,049)
Total Contracts	358,029	7,798	16,333	18,000	1,667
Total Rentals	3,639	4,051	4,794	5,500	706
Total Repair and Maintenance	274,098	534,476	426,250	432,000	5,750
Total Operation Services	1,148,343	1,403,738	1,563,480	1,682,500	119,020
Total Capital Expense	49,014	50,752	349,189	225,000	(124,189)
Total Debt Service	0	0	0	1,335,117	1,335,117
<b>Grand Total All Expenses</b>	<b>3,602,186</b>	<b>3,753,918</b>	<b>4,312,643</b>	<b>5,638,421</b>	<b>1,325,778</b>

**Operational Revenues :**

Sewer Revenue	3,362,958	3,651,675	3,938,203	5,736,458	1,798,255
Sewer Maintenance	114,536	100,064	16,282	0	(16,282)
Inspection Fees	2,500	0	16,483	27,500	11,017
Sewer Billing Service	18,055	13,566	1,200	1,000	(200)
Sewer Taps	2,700	3,600	(108)	1,250	1,358
Income on Investments	18,814	13,096	4,107	12,500	8,393
Other Income	59,305	39,665	0	0	(0)
<b>Total Revenue</b>	<b>3,578,869</b>	<b>3,821,666</b>	<b>3,976,168</b>	<b>5,778,708</b>	<b>1,802,540</b>
Net Balance	(23,318)	67,749	(336,475)	140,287	
Expense to Revenue ratio	101%	98%	108%	98%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 ARTP**

	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Projected Year End (PYE)</b>	<b>Budget 2010</b>	<b>PYE vs. 2010 Budget</b>
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	3,231,102	2,988,901	3,060,103	3,302,207	242,105
Total Supply Expenses	340,256	409,903	394,884	421,995	27,111
Total Other Expenses	1,091,536	834,611	1,162,682	1,089,238	(73,444)
Total Contracts	1,517,655	1,173,426	1,075,979	1,161,222	85,243
Total Rentals	2,725	0	1,000	1,000	0
Total Repair and Maintenance	427,349	423,578	484,143	498,958	14,815
Total Operation Services	1,319,657	1,344,060	1,597,874	1,557,825	(40,049)
Total Capital Expense	306,270	305,334	106,150	85,000	(21,150)
Total Debt Service	1,307,389	1,400,755	1,325,415	4,629,247	3,303,832
<b>Grand Total All Expenses</b>	<b>9,543,940</b>	<b>8,880,568</b>	<b>9,208,229</b>	<b>12,746,692</b>	<b>3,538,463</b>
<b>Operational Revenues :</b>					
Sewer Revenue	9,923,313	6,878,175	9,468,591	12,734,936	3,266,345
Sewer Billing Service	43,905	32,984	40,083	61,050	20,967
Income on Investments	(17,340)	(11,185)	542	2,775	2,233
Other Income	19,915	7,198	16,819	27,750	10,931
<b>Total Revenue</b>	<b>9,969,793</b>	<b>6,907,172</b>	<b>9,526,036</b>	<b>12,826,511</b>	<b>3,300,475</b>
Net Balance	425,854	(1,973,397)	317,807	79,819	
Expense to Revenue ratio	96%	129%	97%	99%	



**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 Sewer Maintenance**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	967,392	1,040,013	1,069,382	1,155,056	85,674
Total Supply Expenses	20,884	12,526	22,178	20,500	(1,678)
Total Other Expenses	366,121	422,330	582,476	550,188	(32,288)
Total Contracts	665,853	393,291	290,503	376,000	85,497
Total Rentals	69,721	62,140	15,045	20,000	4,955
Total Repair and Maintenance	276,748	356,083	395,533	262,000	(133,533)
Total Operation Services	78,632	124,257	122,561	127,000	4,439
Total Capital Expense	144,531	101,517	178,218	115,500	(62,718)
Total Debt Service	221,391	236,389	225,746	1,373,670	1,147,924
<b>Grand Total All Expenses</b>	<b>2,811,274</b>	<b>2,748,545</b>	<b>2,901,642</b>	<b>3,999,914</b>	<b>1,098,271</b>
<b>Operational Revenues :</b>					
Sewer Revenue	2,880,388	3,117,696	3,377,861	3,453,348	75,487
Sewer Maintenance	114,140	99,935	145,360	218,040	72,680
CMOM	1,003,861	862,155	734,448	979,264	244,816
Sewer Billing Service	15,456	11,614	14,111	16,555	2,444
Income on Investments	32,886	77,257	1,251	753	(499)
Other Income	5,484	3,978	21,768	7,525	(14,243)
<b>Total Revenue</b>	<b>4,052,215</b>	<b>4,172,634</b>	<b>4,294,799</b>	<b>4,675,484</b>	<b>380,685</b>
Net Balance	1,240,941	1,424,089	1,393,157	675,571	
Expense to Revenue ratio	69%	66%	68%	86%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 IPP**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	275,654	278,009	247,469	253,975	6,507
Total Supply Expenses	604	9,710	4,967	5,491	524
Total Other Expenses	7,613	78,927	112,064	104,689	(7,375)
Total Contracts	35,277	20,346	25,087	15,000	(10,087)
Total Repair and Maintenance	0	163	235	0	(235)
Total Operation Services	20,808	23,084	24,756	25,378	522
Total Debt Service	0	0	0	0	0
<b>Grand Total All Expenses</b>	<b>339,956</b>	<b>410,240</b>	<b>414,579</b>	<b>404,533</b>	<b>(10,145)</b>

<b>Operational Revenues :</b>					
Sewer Revenue	151,284	164,800	177,412	231,753	54,341
Sewer Billing Service	812	610	741	1,111	370
Application Review / Permit Fee	0	0	9,250	12,000	2,750
Annual Charge - Industrial	0	0	145,177	151,000	5,823
BOD Surcharges	0	5,687	31,026	45,000	13,974
Groundwater Discharge	0	0	0	0	0
Penalties	0	0	0	0	0
Income on Investments	2,819	4,450	(26)	51	77
Other Income	514,233	212,948	15,530	505	(15,025)
S-Permits - Sewer	0	0	0	0	0
<b>Total Revenue</b>	<b>669,147</b>	<b>388,494</b>	<b>379,111</b>	<b>441,419</b>	<b>62,308</b>
Net Balance	329,191	(21,746)	(35,467)	36,886	
Expense to Revenue ratio	51%	106%	109%	92%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 Permits**

	<u>2007</u>	<u>2008</u>	<u>2009 Projected</u>	<u>Budget</u>	<u>PYE vs.</u>
	<u>Actual</u>	<u>Actual</u>	<u>Year End (PYE)</u>	<u>2010</u>	<u>2010 Budget</u>
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	1,485,366	1,247,788	1,220,417	1,461,844	241,427
Total Supply Expenses	25,727	11,872	18,495	17,600	-895
Total Other Expenses	39,637	118,617	172,411	164,793	-7,618
Total Contracts	7,418	2,620	5,020	5,000	-20
Total Rentals	0	0	0	0	0
Total Repair and Maintenance	5,407	2,790	5,006	4,500	-506
Total Operation Services	86,124	85,447	85,846	84,100	-1,746
Total Capital Expense	3,088	3,088	2,200	2,500	300
Total Debt Service	0	0	0	204,853	204,853
<b>Grand Total All Expenses</b>	<b>1,652,767</b>	<b>1,472,222</b>	<b>1,509,396</b>	<b>1,740,337</b>	<b>230,942</b>

**Operational Revenues :**

Sewer Revenue	515,265	530,374	604,256	789,337	185,081
Plan Review Fee	0	0	5,750	15,000	9,250
Inspection Fees	0	1,200	1,250	1,000	-250
Sewer Billing Service	4,425	3,307	4,040	3,784	-256
Income on Investments	-53,832	-48,276	1,226	172	-1,054
Other Income	24,835	16,630	14,839	1,720	-13,119
S-Permits - Water	19,836	24,488	10,922	5,000	-5,922
S-Permits - Sewer	86,789	9,172	5,268	5,000	-268
Operational Revenues:	181,838	116,326	59,752	70,000	10,248
District #3 Revenue	0	0	0	52,267	52,267
District #7 Revenue	0	0	0	34,845	34,845
Water Revenue	0	0	802,093	784,010	-18,083
<b>Total Revenue</b>	<b>779,155</b>	<b>653,220</b>	<b>1,509,396</b>	<b>1,762,135</b>	<b>252,739</b>
Net Balance	(873,612)	(819,002)	0	21,798	
Expense to Revenue ratio	212%	225%	100%	99%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 District #3**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	951,075	1,211,071	1,258,101	1,107,278	(150,823)
Total Supply Expenses	31,642	63,313	73,481	81,750	8,269
Total Other Expenses	343,929	252,565	360,931	390,415	29,484
Total Contracts	256,696	165,258	235,495	185,000	(50,495)
Total Rentals	6,743	6,675	5,017	5,000	(17)
Total Repair and Maintenance	87,837	220,238	142,064	151,200	9,136
Total Operation Services	496,968	704,920	500,713	601,500	100,787
Total Capital Expense	25,792	22,130	69,200	23,500	(45,700)
Total Debt Service	0	0	444,050	446,050	2,000
<b>Grand Total All Expenses</b>	<b>2,200,681</b>	<b>2,646,169</b>	<b>3,089,052</b>	<b>2,991,693</b>	<b>(97,359)</b>
<b>Operational Revenues :</b>					
Sewer Revenue	3,351,491	3,020,202	3,157,582	3,207,994	50,412
Sewer Billing Service	2	3	3	3	0
Sewer Taps	700	0	200	0	(200)
Income on Investments	(8,406)	10,534	229	0	(229)
Other Income	22,688	8	0	0	0
<b>Total Revenue</b>	<b>3,366,474</b>	<b>3,030,746</b>	<b>3,158,014</b>	<b>3,207,998</b>	<b>49,984</b>
Net Balance	1,165,793	384,576	68,961	216,304	
Expense to Revenue ratio	65%	87%	98%	93%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 District #7**

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	319,691	272,116	214,118	226,930	12,813
Total Supply Expenses	24,928	25,804	39,165	45,600	6,435
Total Other Expenses	92,697	74,815	101,457	128,862	27,405
Total Contracts	5,320	9,812	10,420	12,250	1,830
Total Rentals	2,375	504	1,000	1,250	250
Total Repair and Maintenance	88,786	281,444	154,013	142,000	(12,013)
Total Operation Services	144,121	188,683	140,303	177,900	37,597
Total Capital Expense	1,766	1,766	7,637	1,900	(5,737)
<b>Grand Total All Expenses</b>	<b>679,684</b>	<b>854,943</b>	<b>668,112</b>	<b>736,692</b>	<b>68,580</b>

**Operational Revenues:**

Sewer Revenue	743,809	744,164	736,974	736,902	(72)
Sewer Billing Service	3,346	3,620	4,500	4,523	23
Income on Investments	1,890	759	(8)	0	8
Other Income	186	2	0	0	0
<b>Total Revenue</b>	<b>749,230</b>	<b>748,545</b>	<b>741,466</b>	<b>741,425</b>	<b>(42)</b>
Net Balance	69,546	(106,399)	73,354	4,732	
Expense to Revenue ratio	91%	114%	90%	99%	

**Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 Water**

	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Projected Year End (PYE)</b>	<b>Budget 2010</b>	<b>PYE vs. 2010 Budget</b>
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	1,583,597	1,634,492	1,670,774	1,792,936	122,162
Total Supply Expenses	169,092	221,031	176,224	177,117	893
Total Other Expenses	1,888,454	1,549,598	3,033,619	2,875,124	(158,495)
Total Contracts	11,325,734	9,489,025	9,993,139	12,219,500	2,226,361
Total Rentals	3,729	3,938	3,519	4,000	482
Total Repair and Maintenance	323,313	550,149	316,356	300,000	(16,356)
Total Operation Services	574,287	584,984	614,401	665,143	50,741
Total Capital Expense	77,803	66,176	267,493	215,000	(52,493)
Total Debt Service	791,561	840,701	801,100	3,103,501	2,302,401
<b>Grand Total All Expenses</b>	<b>16,737,569</b>	<b>14,940,093</b>	<b>16,876,625</b>	<b>21,352,322</b>	<b>4,475,696</b>
<b>Operational Revenues:</b>					
Water Revenue	16,336,861	15,312,257	20,265,544	22,507,762	2,242,218
Public Fire Protection Service	71,691	87,944	88,000	88,000	0
Misc - Water Sales	37,978	48,989	55,076	45,000	(10,076)
Water Billing Service	76,807	56,879	101,877	60,000	(41,877)
Meter Sales	88,207	44,508	47,366	40,000	(7,366)
Income on Investments	183,940	93,022	4,426	5,000	574
Miscellaneous Income	0	0	122,140	120,000	(2,140)
Other Income	104,040	151,689	0	0	(0)
<b>Total Revenue</b>	<b>16,899,524</b>	<b>15,795,288</b>	<b>20,684,429</b>	<b>22,865,762</b>	<b>2,181,334</b>
Net Balance	161,954	855,196	3,807,803	1,513,440	
Expense to Revenue ratio	99%	95%	82%	93%	

Genesee County Drain Commissioner  
 Budget Analysis as of September 30, 2009  
 Combined Administration Summary

	2007 Actual	2008 Actual	2009 Projected Year End (PYE)	Budget 2010	PYE vs. 2010 Budget
<b>Operating Expense Summary :</b>					
Total Payroll Expenses	2,669,500	2,167,310	3,139,524	3,356,125	216,601
Total Supply Expenses	199,367	150,366	139,183	202,600	63,417
Total Other Expenses	207,901	97,617	110,500	127,695	17,195
Total Contracts	362,281	405,671	560,377	452,500	(107,877)
Total Rentals	7,211	2,382	1,900	2,200	300
Total Repair and Maintenance	65,301	47,317	61,581	63,000	1,419
Total Operation Services	115,531	85,228	104,470	126,800	22,330
Total Capital Expense	3,870	0	831,708	100,000	(731,708)
Total Debt Service	0	0	0	0	0
<b>Grand Total All Expenses</b>	<b>3,630,963</b>	<b>2,955,891</b>	<b>4,949,243</b>	<b>4,430,920</b>	<b>(518,324)</b>



# 9th Annual Promoting Active Communities Awards Ceremony



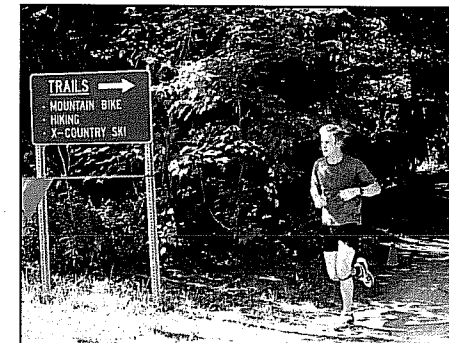
*Birmingham*



*Cadillac*



*Dundee*



*Novi*

December 9, 2009  
Lansing, MI

Sponsored by:



Blue Cross  
Blue Shield  
of Michigan

A member of the UnitedHealthcare Group of the Blue Cross Blue Shield of Michigan





# 2009 Award Recipients

## *Gold Award*

City of Birmingham

City of Cadillac

Village of Dundee

City of Novi

## *Silver Award*

City of Clawson

City of Escanaba

City of Grand Blanc

City of Grand Rapids –

Baxter Neighborhood

City of Manistee

City of Muskegon

City of Swartz Creek

Watervliet Charter Township

City of Ypsilanti

## *Bronze Award*

City of Bad Axe

City of Benton Harbor

City of Ecorse

Fairgrove Township

City of Flint

City of Grant

City of Greenville

City of Hudsonville

City of Ishpeming

Village of Kalkaska

City of Negaunee

City of Owosso

City of Pinconning

City of Sault Ste. Marie

City of White Cloud

## *Copper Award*

City of Clio

City of Litchfield

Village of Quincy

## *Honorable Mention*

Village of Hubbardston

City of Iron Mountain

City of Mount Morris

# Promoting Active Communities Awards Ceremony

Sponsored by:



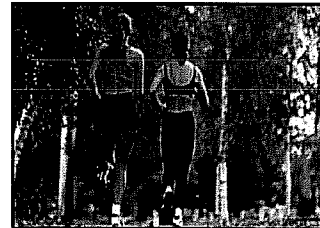
**Blue Cross  
Blue Shield  
of Michigan**

A nonprofit corporation and independent licensee of the Blue Cross and Blue Shield Association

**Program 4:30p.m-6:30p.m.**

- Network and Enjoy Hors d'oeuvres
- Ceremony Presentation
  - Welcome by the Michigan Fitness Foundation
  - Special Guest Speaker- *Ms. Jessica Yorko*
  - Presentation of Awards
- Reception & Photo Opportunity\*

*\*Photography by Gary Shrewsbury.*



*Clawson*



*Escanaba*



*Manistee*



*Ishpeming*



*Grand Blanc*

*Active living communities are places where it is easy to integrate physical activity into daily routines.*

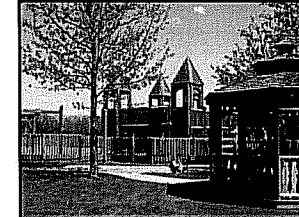
## Benefits of Active Living

By *designing for physical activity*, communities can enjoy:

- Stronger local economies
- Improved air and water quality
- Greater social equality
- Increased safety and security
- Enhanced community connections



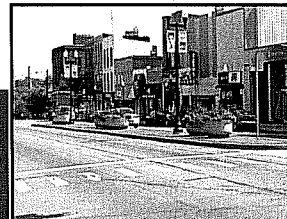
*Bad Axe*



*Swartz Creek*



*Muskegon*



*Ypsilanti*



*Watervliet Charter Twp.*



*Benton Harbor*

## Active Living Principles

To optimize the benefits of active living, there are three main principles that are essential for a comprehensive approach to create and maintain an active community:

- **Current Environment** examines the design and maintenance of the built environment and transportation networks.
- **Policies & Planning** examines planning documents, municipal codes, and the development review process.
- **Programs & Promotion** examines education and outreach in schools, neighborhoods, and worksites.

# Promoting Active Communities Program

*Helping Michigan Communities become Active Living Communities*

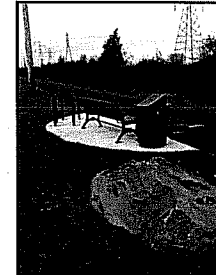
The Promoting Active Communities (PAC) program is like no other in the country; it consists of :

- A **FREE** online self-assessment that a multi-disciplinary team of community members uses to evaluate their community's environments, policies, and programs related to active living, and
- An award system to recognize innovative Michigan communities that are taking steps to make it easier for residents to lead physically active lifestyles.

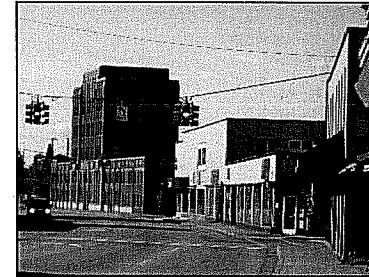
Each PAC assessment section is scored and a personalized community report is created that can be used for planning purposes. The assessment also serves as the PAC award application.



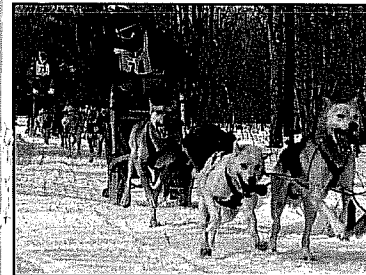
*Grant*



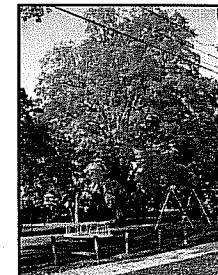
*Mount Morris*



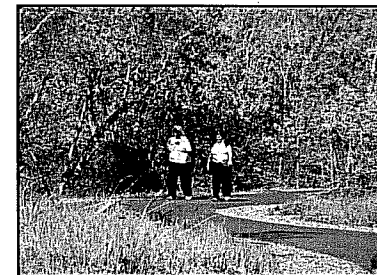
*Iron Mountain*



*Kalkaska*



*Hubbardston*



*Negaunee*



*Since 2000, 115 Michigan communities in 53 counties have used the PAC program to help realize an active living vision.*

# Award Levels

There are five levels of recognition:

- **Copper** communities have begun to take steps toward removing barriers to physical activity.
- **Bronze** communities have taken important steps toward making it easy for people to be active.
- **Silver** communities have achieved significant progress toward making it easy for people to be active.
- **Gold** communities can document outstanding achievements in making it easy for people to be active.
- **Platinum** communities are models of commitment to active living.



*Fairgrove Township*



*Hudsonville*

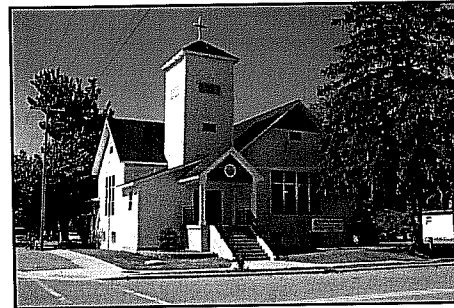
## Benefits of the PAC Program

- **Recognition:** The PAC award brings recognition to the community for initiatives that make it easier to be active.
- **Planning:** Personalized community reports enhance the community planning process by describing strengths and identifying potential improvements.
- **Partnerships:** Local leaders develop partnerships as a result of working together.
- **Awareness:** Media announcements increase awareness among community residents about active living initiatives.
- **Marketing:** Communities use their award as another promotion mechanism.

# Get Involved

Every Michigan city, township, charter township, or village interested in creating an active living community is encouraged to complete the Promoting Active Communities (PAC) online assessment. To get your community involved with the PAC program, simply follow these steps:

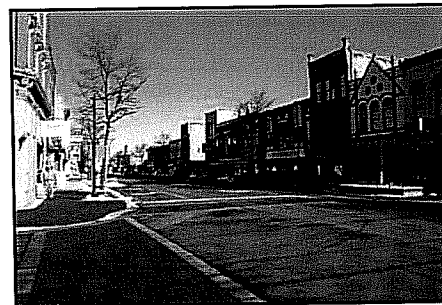
- Talk with your local government leaders to discuss strategies to initiate participation in the PAC program.
- Form an appropriate multi-disciplinary team of community members.
- Visit the Promoting Active Communities web site to preview the online assessment and register your community at: [www.mihealthtools.org/communities](http://www.mihealthtools.org/communities).



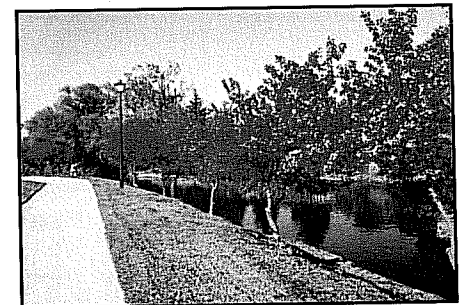
*White Cloud*



*Quincy*

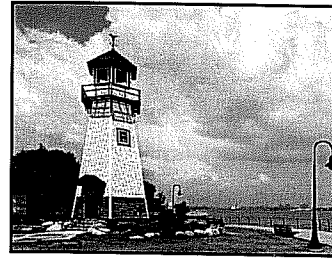


*Greenville*



*Owosso*

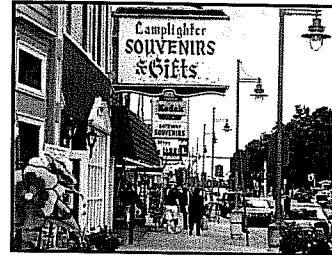
For more information about Active Michigan Communities, visit:  
[www.michiganfitness.org/active/ActiveMichiganCommunities.htm](http://www.michiganfitness.org/active/ActiveMichiganCommunities.htm)



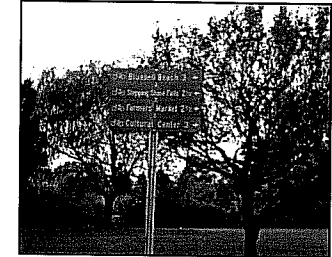
*Ecorse*



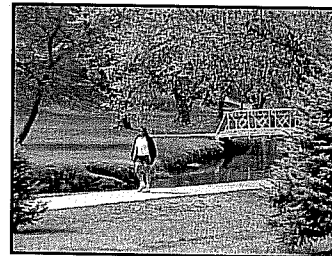
*Pinconning*



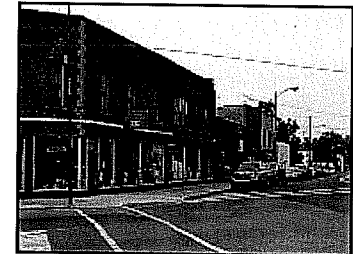
*Sault Ste Marie*



*Flint*



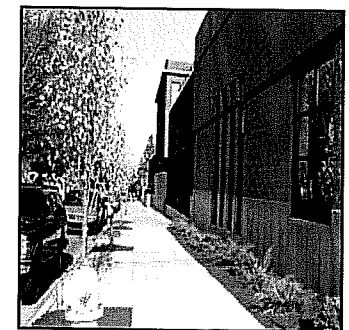
*Clio*



*Litchfield*

*The Promoting Active  
Communities Assessment  
was created in partnership by:*

Michigan Department  
of Community Health



*Grand Rapids  
Baxter Neighborhood  
123*

**Paul Bueche**

---

**From:** Representative Lee Gonzales [leegonzales@house.mi.gov]  
**Sent:** Thursday, January 07, 2010 4:15 PM  
**To:** Paul Bueche  
**Subject:** Capitol Update



Dear friends,

Happy New Year and welcome once again to my e-newsletter. In this edition, you'll find news from the Capitol and important issues that impact the 49th District.

**Smoking Ban Resource Guide**

At the end of December, Governor Granholm signed my bill to ban smoking in most indoor places, including bars and restaurants, into law. This new law will go into effect on May 1 and makes Michigan the 38th state to enact smoke-free legislation.

My office has received many phone calls about this legislation and I am happy to report that the Department of Community Health has put together information about the implementation of the smoking ban. While implementation is still in the beginning stages, [these resources](#) will provide the most accurate, consistent and up-to-date information. You also can call the Smoke Free Law Information line at (866) 59SMOKE or (866) 597-6653.

**Gift Card Laws**

With the holiday season over, many people may be using gift cards they received to make purchases. This is an important time for consumers to be aware of several new regulations on gift certificates that my colleagues and I passed in November 2008 that strengthen existing consumer protections. Under Michigan law:

- Retailers may not charge inactivity fees or service fees on gift certificates.
- The terms of the certificate may not be changed after the certificate is issued.
- A gift certificate may not expire less than 5 years after it is issued.
- Retailers cannot refuse to accept the certificate during a sale, closeout or liquidation.
- Retailers cannot restrict the holder of the certificate from using it in a manner consistent with the stated terms of the certificate.
- If the certificate had any terms, the retailer must clearly disclose that the certificate has terms whether bought in person, online or over the phone.



Terms and conditions must be printed on the gift certificate directly, or on the packaging containing the gift certificate, so long as there is a toll-free number on the card itself that a consumer can call to get the terms and conditions if they so choose.

- Retailers cannot refuse to accept the gift certificate as a portion of the payment when the purchase is greater than the balance remaining on the certificate.

### Free Publications

Please use one of the three ways below to request FREE information:

1. E-mail me at [leegonzales@house.mi.gov](mailto:leegonzales@house.mi.gov) and indicate which publication you would like to receive along with your name, address, city and ZIP code;
2. Contact me by phone at (517) 373-7515 or at (800) FLINT-49 (354-6849); or
3. Fill out the coupon below and mail it to Rep. Lee Gonzales, P.O. Box 30014, Lansing, MI 48909-7514 along with your name, address, city and ZIP code.

- \_\_\_\_\_ State of Michigan Highway Map  
 \_\_\_\_\_ Movin' On – Rights and Responsibilities of Young Adults  
 \_\_\_\_\_ Consumer Protection Resource Guide  
 \_\_\_\_\_ MI Veterans Benefits and Services – Federal, State and Local Programs  
 \_\_\_\_\_ Getting to Know Michigan Coloring Book  
 \_\_\_\_\_ Your State Capitol – A Guide to Michigan's State Capitol Building  
 \_\_\_\_\_ Guide to Winter Safety

As always, thank you for the opportunity to represent the 49th House District. I look forward to hearing from you.

Sincerely,



 EMAIL REP. GONZALES

 REP. GONZALES'S WEBSITE



MICHIGAN HOUSE DEMOCRATS

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**Paul Bueche**

**From:** Genesee County Small Cities and Villages [GCSCV@LISTSERV.MML.ORG] on behalf of Slattery, Robert [RSlattery@GCRC.ORG]  
**Sent:** Friday, January 08, 2010 11:16 AM  
**To:** GCSCV@LISTSERV.MML.ORG  
**Subject:** Winter operations: Genesee County Road Commission is ready  
**Attachments:** image001.emz

## *PRESS RELEASE      PRESS RELEASE*

**FOR IMMEDIATE RELEASE, January 8, 2010**  
**Contact: Maintenance Director Anthony Branch**  
**(810) 767-4920**  
**GCRC Web site: [www.gcrc.org](http://www.gcrc.org)**



***Winter operations: Genesee County Road Commission is ready - are you?***

**Flint, Michigan. ---**

The Genesee County Road Commission is responsible for clearing nearly 2,000 miles of roads in Genesee County, including 411 miles of state trunklines, 478 miles of county primary roads, 289 miles of paved county local roads and 346 miles of gravel county roads. Subdivision streets make up the remaining 459 miles of road under the Road Commission's jurisdiction. It takes about five days to plow under normal conditions.

**For winter maintenance purposes, critical routes and those that handle high traffic volumes are given first attention. Only after those routes are judged to be safe and passable are subdivision streets plowed. Please be patient.**

***PRIORITIES:***

**First Priority** – Expressways, State trunklines (I-75, US-23, I-69, I-475, M-57, M-21, M-15, M-13)

**Second Priority** – County primary roads (such as Miller, Hill, Linden, and Center Roads)

**Third Priority** – Local section line-paved roads (such as Wilson, Vassar and Maple Roads)

**Fourth Priority** – Local section line-gravel roads (such as Moorish, Webster and Duffield Roads)

**Fifth Priority** – Subdivision streets (residential areas, local access)

The Road Commission's general procedure is to apply salt until snow accumulates then plow. Sometimes salting and plowing are done at the same time. Salt is the fastest, safest method for clearing roads because by melting ice and snow, the water can run off. However, when temperatures reach 10 degrees or lower, even salt is ineffective, so drivers must be extra cautious. Critical and priority routes are re-salted as necessary as are bridges, curves, hills, overpasses and intersections. Because salt does not work on gravel roads, limited amounts of sand and slag are used on hills, curves, and stopping areas. These materials do not melt snow, but only provide temporary traction.

### ***Your Road Commission is ready... are you?***

Like all road commissions, resources at the Genesee County Road Commission are limited. There are times when nature's unpredictable winter ways overwhelm best-laid plans and tax resources to the fullest. That's when preparation pays off.

The Genesee County Road Commission prepares for winter with the following:

- ✪ **A five-day salt supply** is kept on hand with additional salt delivered daily as the supply is depleted.
- ✪ **Weather** changes are monitored continuously with advance alert capability.
- ✪ **Seventeen road graders, 67 plow trucks** with salt spreaders and **8 one-ton trucks** equipped for plowing are ready to go. All vehicles received thorough inspections in the November "Pumpkin Parade" fleet inspection/preparation event.
- ✪ Starting in December, **a second-shift crew** is added for the worst of the winter season. All equipment operators, even the most veteran among them, have received refresher training and specific training on any new equipment that might have been installed in their truck.

So your Road Commission is ready for winter. Are you? For a wealth of helpful winter safety tips on things like winter preparation, preventing roof ice dams, preventing frozen pipes, winter driving, wind chill chart and more please refer to Road Commission's "Winter Survival Guide" on its website ([www.gcrc.org/Winter%20Survival%20Guide.html](http://www.gcrc.org/Winter%20Survival%20Guide.html)).

**In bad weather your best protection is to stay tuned to local radio and TV stations for updates on road conditions.**

For more information about the Genesee County Road Commission, it's preparations for winter (including the "Pumpkin Parade") and its winter operations policies, and for winter safety tips that you can use and much more, visit the Road Commission's website at [www.gcrc.org](http://www.gcrc.org).

**And remember: *Please. Don't Crowd the Plow!***

-- # # # --

**Paul Bueche**

**From:** Genesee County Small Cities and Villages [GCSCV@LISTSERV.MML.ORG] on behalf of Slattery, Robert [RSlattery@GCRC.ORG]  
**Sent:** Friday, January 08, 2010 11:30 AM  
**To:** GCSCV@LISTSERV.MML.ORG  
**Subject:** The Genesee County Road Commission reminds motorists: "Don't Crowd the Plow!"

## ***PRESS RELEASE      PRESS RELEASE***

FOR IMMEDIATE RELEASE January 8, 2010  
 Contact: Maintenance Director Anthony Branch  
 (810) 767-4920 [abran@gcrc.org](mailto:abran@gcrc.org)  
 GCRC Website: [www.gcrc.org](http://www.gcrc.org)



### **The Genesee County Road Commission reminds motorists: "Don't Crowd the Plow!"**

Flint, Michigan. ---

The Genesee County Road Commission is urging motorists to remember good driving habits in winter weather conditions that will make the roadways safer.

“Our road crews put their lives on the line daily to keep the roads in Genesee County safe and open to commerce,” said Manager-Director John Daly. “We will continue to do our part to keep the roads cleared, but motorists must remember to drive with caution no matter how much salt we use or how often the roads are plowed.”

The Genesee County Road Commission is responsible for maintaining nearly 2,000 miles of roads, including over 400 miles of state trunk line under contract with MDOT, and it takes about five days to plow all of these roads under normal conditions. Plowing the county’s roads is an enormous job, roughly equivalent to plowing a road from Flint to Key West, Florida, and back.

A steady decrease in road funding and an increase in costs have caused state and local agencies to alter their winter maintenance plans. Drivers have been put on notice that plowing priorities and the use of less salt will make their job even more important than in years past.

**But road crews must have ample room** in order to safely clear the many miles of roadway of snow and ice. “Every year, despite the flashing lights, poor driver behavior near snowplows leads to collisions that can be deadly,” said Maintenance Director Anthony Branch. “To minimize these dangers, motorists must keep their focus on driving and changes in road conditions.”

The Genesee County Road Commission offers the following reminders for motorists:

- **Snowplows have limited visibility** and drivers cannot see directly behind their trucks;
- **Snowplows often throw up snow clouds**, reducing visibility on all sides of the truck;
- **Motorists should never attempt to pass a moving snowplow on the right.** With new, wing-plow technology, the blade can clear the shoulder and the lane of travel simultaneously. Motorists attempting an illegal pass through a snow cloud on the right and/or shoulder of the road most likely won't see the plow blade and run the risk of a serious crash; and
- **Always wear your safety belt** and allow extra time to reach your destinations this

winter.

“Remember to give road crews room to work so we can clear the roads as quickly as possible,” Branch added. **“And please - Don't Crowd the Plow!”**

For more information contact John Daly or Anthony Branch at (810) 767-4920. Photos and safety tips are available at [www.micountyroads.org/winter.htm](http://www.micountyroads.org/winter.htm) and at [www.gcrc.org/Winter%20Survival%20Guide.html](http://www.gcrc.org/Winter%20Survival%20Guide.html).

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