

City of Swartz Creek

AGENDA

Regular Council Meeting, Monday January 24, 2011 7:00 P.M.
City Hall Building, 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 January 10, 2011 MOTION Pg. 6, 9-13
5. **APPROVE AGENDA**
 - 5A. Proposed / Amended Agenda MOTION Pg. 6
6. **REPORTS & COMMUNICATIONS:**
 - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 6, 2-5
 - 6B. Monthly Fire Report Pg. 14-41
 - 6C. 175th Miller Settlement Anniversary (Agenda Item) Pg. 42-45
 - 6D. EECBG Grant Package, Bids (Agenda Item) Pg. 46-58
 - 6E. Neighborhood Stabilization Program (Agenda Item) Pg. 59-64
 - 6F. Park Fee Waiver, Fire Department (Agenda Item) Pg. 65
 - 6G. Marathon Correspondence Pg. 66-69
 - 6H. Assessor's Memo, Board of Review Pg. 70
 - 6I. County Land Bank Notice, TIF Properties Pg. 71-72
 - 6J. Notice, Homeless Census Pg. 73-74
 - 6K. Community Mental Health Letter Pg. 75-76
 - 6L. MI-DNRE Notice, Watershed Permit Notice Pg. 77-80
 - 6M. GCSD EMD Siren Grant Notice Pg. 81-84
 - 6N. Small Cities Meeting Schedule Pg. 85
 - 6O. Consumers Energy Hearing Notice Pg. 86-87
 - 6P. Comcast Notice, Channel Changes Pg. 88
 - 6Q. KWA Contract Draft CD
 - 6R. Park Board Minutes CD.
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Mr. Gary Hicks, Republic Waste Services PRES. Pg. 4
 - 8B. Mr. Len Thomas, Historical Society, 175th Anniversary PRES. Pg. 5
 - 8C. E.E.C.B.G. Grant, Project #2, Fire Garage Heating System RESO. Pg. 7, 46-58
 - 8D. Neighborhood Stabilization Program RESO. Pg. 8, 59-64
 - 8E. Park Fee Waiver Request, Fire Department Picnic RESO. Pg. 8, 65
9. **MEETING OPENED TO THE PUBLIC:**
 - 9A. General Public Comments
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:**
 - 11A. General Motion MOTION

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

Regular Council Meeting of Monday January 24, 2011 7:00 P.M.

TO: Honorable Mayor, Mayor Pro-Tem & Council Members
FROM: PAUL BUECHE // City Manager
DATE: 21-January-2011

OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **MTT APPEALS, GM BANKRUPTCY** (*Status*)
 Pending final settlement documents and the issuance of a refund check. I'll let the Council know what the final calculations are on the refund.
- ✓ **PERSONNEL POLICIES & PROCEDURES** (*Status*)
 I know it's been a while on this (actually, quite a while). Not to make excuses, but it's been a wild ride here since late 2007 just to stay above water. I've made a good dent into finishing this and should have it in the near future.
- ✓ **DISASTER, EMERGENCY RESPONSE POLICY COMMITTEE** (*Status*)
 Same as above with this project.
- ✓ **MAJOR STREET FUND, TRAFFIC IMPROVEMENTS** (*See Individual Category*)
 - 2011-2014 T.I.P. APPLICATION** (*Status*)
 Here is a schedule of City projects that are funded or in the queue (shaded).

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

Project	Year	Grant	City Match	P.E.	C.E.	Total
Miller Between Elms & Tallmadge	2011	\$338,997	\$85,749	\$27,684	\$45,000	\$497,430
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
City Funded Totals	-	-	\$967,217	\$236,684	\$386,000	\$1,590,901

- MILLER ROAD PROJECT, ELMS-TALLMADGE** (*Status*)
 The grade inspection has been completed. This project is scheduled to bid in March.
- ✓ **LOCAL STREET FUND, TRAFFIC IMPROVEMENTS**
 - 2008 REPAIR ROSTER** (*Status*)
 As a re-cap, the contractor's are Maintenance & Construction Company, of Romulus Michigan, at \$101,547, with construction engineering and testing (\$1,980), the total being \$103,527, and Lang Construction of Flint Michigan, in the amount of \$8,523 for the storm sewer repairs. Totals are:

<i>Total Project Cost</i>				
<i>Cape Seal</i>	\$104,000			
<i>Storm Repair</i>	\$8,523	<i>101 Fund</i>	<i>203 Fund</i>	<i>226 Fund</i>
TOTAL	\$112,523	\$8,766	\$70,000	\$33,757

The storm sewer work has been completed. The Cape Seal work has been put off until weather permits in the spring.

- ✓ **COUNTY WWS ISSUES PENDING** *(See Individual Category)*
 - ❑ **KAREGNONDI WATER AUTHORITY** *(Status)*
Included on CD is a draft copy of the contract that the KWA base members will enter into. We will not be a party to this agreement as our base representative will be the county. We are currently bound by the 2001 re-stated water agreement. I suspect we will have agreements associated with the KWA in the near future.
 - ❑ **SEWER I&I PENALTIES, REHABILITATION** *(Status)*
Implementation delayed until sometime in 2011.
 - ❑ **SEWER USE ORDINANCE – INDUSTRIAL PRE-TREATMENT** *(Status)*
I have a meeting scheduled with the Drain Commissioner to discuss a number of items, inclusive of this one.
 - ❑ **DELINQUENT COUNTY CAPITAL IMPROVEMENT FEE (C.C.I.F.)** *(Status)*
Likewise as above, I have a meeting scheduled with the Drain Commissioner to discuss a number of items, inclusive of this one.

- ✓ **MARATHON STATION BLIGHT & NON-CONFORMING USE** *(Status)*
Pending staff development of a plan and a recommendation.

- ✓ **SALE OF CITY PROPERTY 5129 MORRISH ROAD** *(Status)*
Pending a report back to the Council with recommendation on the structure as well as the house the City owns at Morrish & Fortino.

- ✓ **LABOR CONTRACTS** *(Status)*
As a short re-cap, all our labor contracts are frozen. The POLC agreement has been frozen since January 2009. The AFSCME agreement has been frozen since July 2008. The Supervisor's agreement has been frozen since July 2007, however, to even this agreement out a bit, an additional 40 hours of absent time was granted. The extra absent time cannot be cashed out, rolled over, accrued or paid out in any way. The City Manager Contract has been frozen since December 2004. The extra absent time provision within the Supervisor's agreement is also applied to the City Manager's Contract. There are no plans to replace Mr. Zettel's position. We have two other "at will" classifications, which are without agreements, being our part time police officers and our building inspector. The part time police have been frozen since March 2004 with a change in November 2009 to allow time and a half on holidays. The building inspector is part time and has remained unchanged since October 2006 when the position was established to replace the full time assessor / building inspector. Contracted positions are the assessor and trade inspector's, being electrical, plumbing and mechanical. I've met with the POLC and discussed the financial future of the City and its relevance to rate increases, which frankly speaking, remains bleak. They don't like it, but they do understand. At the meeting of January 10th, we approved a letter of understanding that allows a "me too" clause for all our labor units.

On another note, with Adam leaving we have a problem with Zoning Administration, Code Enforcement, and to a lesser degree, DDA, Planning Commission and CDBG administration. I am currently working on a solution to this.

✓ **GO GREEN, EECBG PUBLIC SAFETY BUILDING HVAC GRANT** (*Resolution*)

I believe we have enough of our ducks in a row to head out to bid on the Fire Department Garage heating system replacement. The Fire Chief has done the leg work on the collection of data to make the calculations required for the grant application. Costs estimates for the replacement range from \$15,000 to \$18,000. As you may recall, this grant allows for the recovery of wage and benefits associated with the administration of this grant. It's confusing as to how it's calculated, but to try and simplify it, working backwards from the original award of \$50,000, we can charge a larger number of in-kind wage and benefits to the grant amount if we use the entire amount originally awarded to us. This is a primary reason we sought to do a second project. It actually saves us money. Given that in-kind wage and benefits are a fixed cost and are going to be paid whether or not we accepted this grant, the question becomes, what, if any amount will we have to match from the general fund compared to if we had not accepted the grant? The answer is the net amount of actual general fund dollars this will cost will run between \$3,000 and \$3,400, assuming the bids come in as projected. I have a resolution to proceed included with tonight's agenda.

✓ **FIRE DEPARTMENT: 2011 BUDGET & COST RECOVERY** (*Status*)

The 2011 Budget was adopted at the meeting of November 22, minus CIP contributions. As indicated, we are looking at long term solutions to all public safety. The cost recovery issue plays into this, however, it is now in a bit of a state of flux based in the introduction of legislation that may prohibit such ordinances.

✓ **SPRINGBROOK EAST & HERITAGE ASSOCIATION S.A.D.** (*Status*)

Pending report back to the Council.

✓ **ZONING CODE AMENDMENT** (*Status*)

This matter involves an amendment to the code to regulate medical marijuana facilities as special land use permits in heavy industrial districts. The Planning Commission is in the process of hearing this matter. The Council should have it back soon with a recommendation for final adoption.

✓ **MILLER-ELMS PDD AMENDMENT, FAMILY FARM & HOME** (*Status*)

Pending agreements with the land owner and business owner.

✓ **WASTE & RECYCLING SERVICES CONTRACT** (*Presentation*)

Our garbage collection and recycling contract will expire on June 30, 2011. Mr. Gary Hicks of Republic Waste, our current waste collection contractor, has requested that we extend our contract. He will be present to give a short presentation on their company and visit some new technology regarding automated collection. This has been a great company with very few problems. What few problems do arise, their resolution program takes care of them immediately. I'm sure some of the Council Members may recall the issues we had with the previous contractor. Although the offer is intriguing, given the economic air, we need to go to bid, if for no other reason, to price check. If their returns are competitive, then their history over the last five years can certainly be considered in the final decision. I have also recently been contacted by Waste Management

expressing an interest in bidding. In a sense of fairness, I will offer any potential bidder a chance to address the Council before we go to sealed bids.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **175th ANNIVERSARY, MILLER SETTLEMENT** (*Presentation*)
Mr. Bill Morgan, on behalf of the Historical Society, would like to launch a 175th anniversary celebration in honor of the Miller Settlement. As you may be aware, the Miller's are early Swartz Creek settlers. Mr. Morgan would like to hold celebrations in conjunction with the annual Hometown Days events. Mr. Len Thomas will be addressing the Council in representation of the Historical Society.
- ✓ **NEIGHBORHOOD STABILIZATION PROGRAM** (*Resolution*)
As the Council may recall, the Neighborhood Stabilization Program is a federally funded ARRA program designed to assist local communities with the purchase and rehabilitation of abandoned foreclosed homes that are causing deterioration of neighborhoods. The funds follow the distribution channels of the CDBG allocations, which we belong to as a county-wide cooperative. The third round of distributions is currently being set up via the County MPO and the City has become a target community for funding. As you may also recall, we elected not to participate in earlier distributions as we had concerns with the county's decision to tie the program to the Land Bank. The County has requested that we participate, presenting two options. The first is that we may administrate the program, being that we will identify the target houses, negotiate the purchase from the bank, remediate any damage and code issues, and then sell the houses at market value. The second option is that the County will perform this function for us. The offer is intriguing, but I have lots of unanswered questions as well as some significant concerns. We also have a time constraint, being the county needs a commitment right now. I apologize for short notice and a serious lack of a plan and information in which we can make a decision, but we have to decide. I have lots of discussion on this topic and a resolution to... do something, I guess.
- ✓ **PARK FEE WAIVER, FIRE DEPARTMENT ANNUAL PICNIC** (*Resolution*)
Included with tonight's agenda is a resolution to waive park fees for the Fire Departments annual picnic, to be held in Elms Park Pavilion #2 on Saturday July 16th.

Council Questions, Inquiries, Requests and Comments

- *Traffic Lights, Bristol-Miller, GM-SPO.* Pending the direction that GM takes. New traffic counts as to warrants would need to be taken.
- *Sr. Center Budget, Statement, Building Cost Reconciliation.* Pending obtaining documents.
- *Deteriorated Retaining Walls & Planters at City Buildings.* The north wall at the Public Safety Building behind the Police Department collapsed. We are looking at solutions to take care of this more pressing problem first.
- *Tabled Garbage Collection Policy.* Resting comfortably... for now.
- *Youth Programs in Park.* Looking into this. This item is something that might best be suited for the City's School Liaison Officer. The matter has been referred to the Police Department for review and recommendation.

City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday January 24, 2011 7:00 P.M.

Resolution No. 110124-4A MINUTES - JANUARY 10, 2011

Motion by Councilmember: _____

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held January 10, 2011 to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 110124-5A 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 24, 2011 to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 110124-6A CITY MANAGER’S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the City Manager’s Report of January 24, 2011, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 110124-8C

ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG) GO GREEN PROJECT #2, FIRE GARAGE HEATING SYSTEM

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek, planned and completed an HVAC project at the public safety building that was funded by EECBG funds; and

WHEREAS, the expenditures for the project were substantially less than originally estimated, leaving \$13,927 of unencumbered grant funds; and

WHEREAS, the grant application proposed a match in the amount of \$14,817 that the contract requires be paid and this match amount has not been achieved with only \$3,093.13 spent to date; and

WHEREAS, the State Department Energy, Labor, and Economic Growth notified the City that an additional project may be created to spend these dollars within the grant guidelines and to satisfy the match proposal that the City made; and

WHEREAS, the City of Swartz Creek must spend additional funds in in-kind services or cash contributions to “match” the EECBG award per the original budget in order to be reimbursed fully for work completed to date; and

WHEREAS, another heating project has been identified for the public safety building that will consist of removal and replacement of a tube heating system.

NOW, THEREFORE, the City of Swartz Creek hereby directs staff to obtain bids for a tube heating system for the public safety building that would be eligible for the expenditure of the remaining \$13,927 on energy related projects.

BE IT FURTHER RESOLVED, the City of Swartz Creek will amend the budgeted local match to reduce this amount by \$5,610.76 to reflect cost savings incurred by administering most of the grant with staff time as opposed to the proposed professional service costs, as well as reductions in the estimated amount of inspection time required.

BE IT FURTHER RESOLVED, the City of Swartz Creek shall budget a total of \$9,206.24 of in kind services (accounting for the \$3,093.12 incurred to date and a reduction of \$5,610.76 as noted), leaving \$6,113.11 in in-kind services and/or cash contributions in order to match the total project expenditures and receive reimbursement for all work completed.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 110124-8D

**NEIGHBORHOOD STABILIZATION PROGRAM,
PARTICIPATION**

Motion by Councilmember: _____

I Move the City of Swartz Creek direct the City's participation the Neighborhood Stabilization Program as administered by the County Metropolitan Planning Organization, in accordance with the stipulations, rules and regulations set forth by the U.S. Housing and Urban Development (HUD) and the Genesee County Metropolitan Planning Organization.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 110124-8E

**PARK FEE WAIVER, SWARTZ CREEK FIRE
ASSOCIATION**

Motion by Councilmember: _____

I Move the City of Swartz Creek approve the use of, and grant a waiver of fees for the use of Elms Road Park Pavilion #2, on Saturday July 16, 2011, from 9:00 AM until 6:00 PM, for the Swartz Creek Area Fire Association's annual picnic.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

City of Swartz Creek
Regular Council Meeting Minutes
Of the Meeting Held
Monday January 10, 2011 7:00 P.M.

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE COUNCIL MEETING
DATE 01/10/2011

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, Deputy City Clerk Deanna Korth.

Others Present: Boots Abrams, Sharon Klein, Bob Plumb, Ron Schultz, Lou Fleury, Tommy Butler.

APPROVAL OF MINUTES

Resolution No. 110110-01

(Carried)

Motion by Councilmember Porath
Second by Mayor Pro-Tem Krueger

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting, as corrected, held December 13, 2010, 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. 110110-02

(Carried)

Motion by Mayor Pro-Tem Krueger
Second by Councilmember Hurt

I Move the Swartz Creek City Council approve the Agenda, as printed, for the Regular Council Meeting of January 10, 2011 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. 110110-03

(Carried)

Motion by Councilmember Shumaker
Second by Mayor Pro-Tem Krueger

I Move the Swartz Creek City Council approve the City Manager's Report of January 10, 2011, to be circulated and placed on file.

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

Appropriation, 2011 Cross Connection Control—Compliance Program, Hydro Designs

Resolution No. 110110-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Hurt

WHEREAS, to remain compliant to the Safe Drinking Water Act of 1976, PA 339, the City of Swartz Creek instituted a Cross Connection Control and Compliance Program, solicited and awarded sealed bids to Hydro-Designs Inc. of Troy Michigan, to implement the program, and;

WHEREAS, Hydro-Designs have brought the City into full compliance with the Act and MI-DNRE Regulations, and;

WHEREAS, it is mandatory for the City to continue the program in order to remain compliant with the Act and MI-DNRE Regulations, and;

WHEREAS, the work performed by Hydro-Designs is specialized and cannot be done by regularly employed crews of the City, and;

WHEREAS, it is efficient and desirable for the City to remain with a single company to maintain compliance and continued continuity of the established records currently

maintained by Hydro-Designs, and further, Hydro-Designs has offered a three year agreement for \$300 per month, a savings of \$75 per month.

NOW THEREFORE, I Move the City of Swartz Creek appropriate an amount not to exceed \$300 per month for 36 months, total accrued amount not to exceed \$10,800, payment for continuation of the City's Cross Connection Compliancy and Control Program, to Hydro-Designs Inc. of Troy Michigan, contract period to run from January 1, 2011 through December 31, 2013, funds to be appropriated from 590, Water Supply.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

Appropriation, 2011 MML Annual Membership Dues

Resolution No. 110110-05

(Carried)

Motion by Councilmember Binder
Second by Councilmember Hurt

I Move the City of Swartz Creek approve the continued participation in the Michigan Municipal League, and further, appropriate an amount not to exceed \$2,831 for payment thereof, funds to be allocated at the discretion of the Finance Director.

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

NO: None. Motion Declared Carried.

Labor Agreement Amendments

Resolution No. 110110-06

(Carried)

Motion by Councilmember Hurt
Second by Mayor Pro-Tem Krueger

WHEREAS, the City of Swartz Creek employs a variety of positions that provide a wide range of services to its residents, businesses and visitors, including, but not limited to police, public works, utilities, office staff, building, inspections and financial; and

WHEREAS, many of the City's employees are grouped into MERC registered collective bargaining unions that engage in negotiating rates of compensation and working conditions; and

WHEREAS, the City and the representing unions have traditionally participated in good faith collective bargaining negotiations that result in fair agreements adhered to by all parties; and

WHEREAS, the severe downturn in the economic prosperity of the Country, State, County and City have taken a devastating toll on the City's revenues resulting in significant reduction in services, projects, infrastructure improvements and repairs; and

WHEREAS, the City continues to scale back its expenses, inclusive of a freeze in all rates of pay, with no relief anticipated in revenue shortfalls; and

WHEREAS, economic forecasts' by federal and state officials as well as the City's assessing division indicate a continued downward spiral in property values resulting in sustained loss of revenues, such losses expected to be 10% or more in 2011; and

WHEREAS, the City has no funds to offer merit wage or benefit increases, and further, may have to visit additional reduction in labor and services in order to maintain a balanced budget; and

WHEREAS, such projections continue to make the City's unions uneasy with concerns that a competitive wage standard is adhered to and that in the event that funds become available for merit wage or benefit increases, that such funds be applied evenly and fairly, which is, and always has been the goal of the City.

NOW, THEREFORE, I Move that the City of Swartz Creek authorize a letter of understanding with its collective bargaining units that provides for an even distribution among the units of any funds that may become available for such rate increases.

Discussion Took Place.

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

NO: None. Motion Declared Carried.

Abandoned Property Acquisition, Marathon, 7026 Miller (Discussion Topic)

City Manager Bueche made a brief presentation on the City acquiring the old Marathon Station located at 7026 Miller Road.

MEETING OPENED TO THE PUBLIC

Boots Abrams spoke about a chili supper for the Veteran's Memorial on February 11, 2011.

Tommy Butler, 40 Somerset, spoke about the state cutting revenue sharing. Mr. Butler spoke about the public hearing for the Planning Commission. Mr. Butler stated the meeting was very informative.

REMARKS BY COUNCILMEMBERS:

Councilmember Porath spoke about Comcast and the new costs included. Mr. Porath spoke about people going directly through the Fire Board for requests and then letting the Fire Board approach the municipality. Mr. Porath spoke about legacy costs for retired employees.

Councilmember Shumaker also spoke to the retirement issue. Mr. Shumaker spoke about Clayton Township Supervisor Sepanek's phone call to the Fire Chief, Brent Cole, asking him to take a pay cut. Mr. Shumaker stated that he believes Mr. Sepanek did it as a personal call, and stated that he believes everyone should be able to do the same thing. Mr. Shumaker spoke about the special assessment for Heritage Village.

Councilmember Hicks spoke about the Park Board awarding certificates to the favorite houses for their Christmas decorations. Ms. Hicks mentioned the Women's Club working with the DDA to award local businesses for their Christmas decorations as well. Ms. Hicks asked what was going on with the school plans for an auditorium and traffic management. Ms. Hicks questioned whether a part time officer could be used for code enforcement.

Councilmember Binder spoke about a silent auction and chili dinner for the Veteran's Memorial on February 11, 2011.

Mayor Pro-Tem Krueger questioned the abandoned gas station on Holland Drive and if there were any plans to do anything with it. City Manager Bueche advised that there were none at this time. Mr. Krueger stated there were an increasing number of people stopped for traffic violations for no driver's license, bad plates, etc. Mr. Krueger asked if anything could be done to keep those people off of the road.

Mayor Abrams spoke about the small cities meeting. Mr. Abrams stated that it was a very good meeting. Mr. Abrams stated that discretionary revenue sharing was probably gone per Lansing.

Adjournment

Resolution No. 110110-07

(Carried)

Motion by Councilmember Hurt
Second by Councilmember Shumaker

I Move the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 8:28 p.m.

YES: Unanimous Voice Vote.
NO: None. Motion Declared Carried.

Richard Abrams, Mayor

Deanna Korth, Deputy City Clerk



- 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. DECEMBER 20, 2010 MEETING:

- III. CORRESPONDENCE:
 - A. DECEMBER INCIDENT SUMMARY REPORT:

- IV. PROFESSIONAL SERVICE REPORTS:
 - A. DECEMBER FINANCIAL REPORT:
 - B. LINE ITEM TRANSFER RECOMMENDATIONS:

- V. COMMITTEE REPORTS:
 - A. BY-LAWS COMMITTEE - Chairman Rick Clolinger, Richard Derby, Bill Cavanaugh and Brent Cole:

 - B. HEALTH AND SAFETY COMMITTEE: Chairman Greg Childers (Members Chief Cole, Assistant Chief Merriam, Captain Tabit, Lieut. Jones & FF VanArsdale)

 - 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.
 - 1. Attached (not part of the Fireboard packet) is a copy of the committee recommended alterations and a revised copy of the Fire Agreement

- VI. OLD BUSINESS:
 - A. APPARATUS UPDATE from Battalion Chief Jack King-
 - 1. Apparatus status report attached

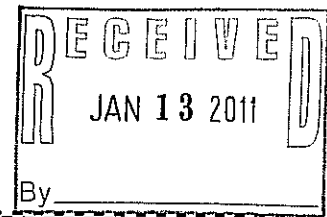
 - B. 2011 PROPOSED BUDGET APPROVAL STATUS:

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

					31-Dec-10
DATE:	CHECKS	PAYEE:	AMT	ACCT	TRANSACTION DESCRIPTION
12/6/2010	15608	BLUMERICHS	\$423.00	4976	PAGER PURCHASE
12/6/2010	15609	CLAYTON TWP	\$40.51	4920	SEWER-STA 2
12/6/2010	15610	SCAFA	\$407.00	22024	ASSOC. DUES
12/6/2010	15611	FRIEND OF THE COURT	\$24.32	22026	FOC
12/6/2010	15612	GIL ROYS	(\$0.47)	4741	EQUIP SUPPLIES
			\$3.89	4727	BUILDING SUPPLIES
12/6/2010	15613	ICMA	\$445.64	22023	DF COMP EE PORTION
		(INTERNTL CITY/COUNTY MGT ASSOC.)	\$297.75	4708	DF COMP ER PORTION
12/6/2010	15614	STATE OF MICHIGAN	\$425.68	22022	11/10 STATE TAX
12/6/2010	15615	SUBURBAN AUTO	\$109.78	4978	ALTERNATOR 41-16
			\$30.94	4741	EQUIP SUPPLIES
12/6/2010	15616	VALLEY PETROLEUM	\$27.16	4741	FUEL
12/13/2010	15617	ICMA	\$69.42	22023	DF COMP EE PORTION
12/13/2010	15618	TUFFY AUTO CENTER	\$345.30	4978	MUFFLER 41-16
12/13/2010	15619	VISA	\$3.17	4960	FILM DEVELOPING
			\$101.06	4727	OFFICE SUPPLIES
			\$25.76	4728	BUILDING SUPPLIES
			\$14.58	4741	EQUIP SUPPLIES
12/20/2010	15620	CITY OF SWART CREEK	\$646.73	4920	UTILITIES STA 1
12/20/2010	15621	COMCAST	\$188.85	4850	PHONE/INTERNET STA 1
12/20/2010	15622	CONSUMERS ENERGY	\$580.52	4920	UTILITIES STA 2
12/20/2010	15623	POSTMASTER	\$88.00	4727	STAMPS
12/20/2010	15624	VALLEY PETROLEUM	\$259.15	4741	FUEL
12/23/2010	15625	BLUMERICHS	\$60.00	4976	PAGER REPAIR
12/23/2010	15626	WILLIAM CAVANAUGH	\$760.00	4801	ATTORNEY FEES
12/23/2010	15627	ICMA	\$69.42	22023	DF COMP EE PORTION
12/23/2010	15628	NYE UNIFORM	\$142.00	4976	DRESS UNIFORM
12/31/2010	15629	CLAYTON TWP	\$40.51	4920	SEWER-STA 2
12/31/2010	15630	GENESEE CO ASSOC CHIEFS	\$2,875.00	4960	CLASSES
12/31/2010	15631	PETTY CASH	\$15.89	4727	POSTAGE
			(\$425.68)	22022	11/10 STATE TAX PAYABLE
			\$2,881.37	22021	11/10 SOC SEC PAYABLE
			\$399.09	22022	12/10 STATE TAX PAYABLE
			\$1,132.76	1002	12/1 PAYROLL
			\$6,369.76	1002	12/8 PAYROLL
			\$1,118.09	1002	12/15 PAYROLL
			\$1,136.31	1002	12/29 PAYROLL
			\$69.42	22023	DF COMP EE PORTION PAYABLE
		PAYROLL	\$7,441.61	4703-4708	12/10 PAYROLL ACCRUAL
		CLAYTON TWP	\$40.51	4920	12/10 ACCRUAL
		MML	\$150.00	4960	12/10 ACCRUAL
		SOUTHEAST EQUIPMENT	\$300.65	4978	12/10 ACCRUAL
		SUBURBAN AUTO	\$46.22	4741	12/10 ACCRUAL
		VALLEY PETROLEUM	\$144.47	4741	12/10 ACCRUAL
		VISA	\$491.57	4272/4741/4960/4728	12/10 ACCRUAL
		LOWES	\$99.72	4741	12/10 ACCRUAL
		GIL ROYS	\$0.36	4741	12/10 ACCRUAL
		DOUGLASS SAFETY	\$8,173.10	4976	12/10 ACCRUAL
		TOTAL	\$38,089.89		

VOID CHECKS:

DATE: DECEMBER 20, 2010
TIME: 7:15 PM
PLEASE NOTE CHANGE IN MEETING START TIME.
LOCATION: STATION 1
SUBJECT: SWARTZ CREEK AREA AUTHORITY 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. DECEMBER 20, 2010 MEETING:

- III. CORRESPONDENCE:
 - A. DECEMBER INCIDENT SUMMARY REPORT:

- IV. PROFESSIONAL SERVICE REPORTS:
 - A. DECEMBER FINANCIAL REPORT:
 - B. LINE ITEM TRANSFER RECOMMENDATIONS:

- V. COMMITTEE REPORTS:
 - A. BY-LAWS COMMITTEE - Chairman Rick Clolinger, Richard Derby, Bill Cavanaugh and Brent Cole:

 - B. HEALTH AND SAFETY COMMITTEE: Chairman Greg Childers (Members Chief Cole, Assistant Chief Merriam, Captain Tabit, Lieut. Jones & FF VanArsdale)

 - 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.
 - 1. Attached (not part of the Fireboard packet) is a copy of the committee recommended alterations and a revised copy of the Fire Agreement

- VI. OLD BUSINESS:
 - A. APPARATUS UPDATE from Battalion Chief Jack King-
 - 1. Apparatus status report attached

 - B. 2011 PROPOSED BUDGET APPROVAL STATUS:

C.

D.

VII. NEW BUSINESS:

- A. MEMBERS FOR PLACEMENT ON PROBATION: none
- B. MEMBERS ELIGIBLE TO COME OFF PROBATION: none
- C. MEMBERS RESIGNING/TERMINATING: none
- D. MEMBERS ELIGIBLE FOR REINSTATEMENT: none
- E. JOINT MUNICIPAL MEETING RECOMMENDATION:

F.

VIII. GENERAL INFORMATION:

- A. MUNICIPAL BILLINGS for December
- B. DECEMBER BILLS LIST
- C. Updated SOG table of contents
- D. New SOG 212, Grant Equipment
- E. Organizational Chart effective January 3, 2011
- F.

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

DECEMBER 20, 2010

SWARTZ CREEK AREA FIRE DEPARTMENT

The regular meeting of the Swartz Creek Area Fire Board was held at Station #2, December 20, 2010. Chairman, Mike Messer, called the meeting to order at 7:17p.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
- City Representative: Boots Abrams
- City Representative, Ray Thornton
- City Representative, Dave Hurt
- City Representative, Rick Clolinger

Board Members Absent: None

Staff Present:

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

Staff Absent: None

Others Present:

- Jack King, Batt. Chief
- Karen Merriam, Firefighter

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

- **Resolution 122010-01**
Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby approve the addition of VII. E. Sub-Grant Agreement and approve the agenda as presented.

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

NO: None Motion declared carried

D. SPECIAL PRESENTATION: NONE

II. APPROVAL OF MINUTES

A. NOVEMBER 15, 2010 BOARD MEETING

- **Resolution 122010-02**
Motion by Dave Hurt
Second by Rick Derby

The SCAFD Board does hereby approve the minutes of the November 15, 2010 board meeting, as presented.

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

NO: None Motion declared carried

III. CORRESPONDENCE:

A. NOVEMBER INCIDENT SUMMARY REPORT:

- **Resolution 122010-03**
Motion by Rick Derby
Second by Dave Hurt

The SCAFD Board does hereby accept the November 2010 Incident Summary, as presented

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

NO: None Motion declared carried

IV. PROFESSIONAL SERVICE REPORTS:

A. NOVEMBER FINANCIAL STATEMENT:

- **Resolution 122010-04**
Motion by Greg Childers
Second by Boots Abrams

The SCAFD Board does hereby approve the November 2010 financial statement, as presented

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

NO: None Motion declared carried

V. COMMITTEE REPORTS:

- A. BY-LAWS COMMITTEE MEETING: NONE
 B. HEALTH & SAFETY COMMITTEE: NONE
 C. PERSONNEL COMMITTEE: NONE
 D. FIRE AGREEMENT COMPLIANCY COMMITTEE: Update from D. Hurt; meeting again in January

VI. OLD BUSINESS

- A. APPARATUS UPDATE:
 1. Monthly report from Batt. Chief King
- B. 2011 BUDGET UPDATE:
 1. City: Approved
 2. Township: Meeting December 22, 2010
- C. INSURANCE SEALED BID OPENING:
 1. MML
 a. Workers' Comp: \$6294.00
 b. Liability: \$20216.00
 2. Stevenson Company
 a. Workers' Comp: No Bid
 b. Liability: \$11988.00
- Resolution 122010-05
 Motion by Boots Abrams
 Second by Rick Clolinger

The SCAFD Board does authorize the Chief to continue with the present carriers of MML for workers' comp at \$6294.00 and The Stevenson Company for Liability at \$11988.00. Only if there is a discrepancy in coverage will the Chief bring the issue back before the board.

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

NO: None Motion declared carried

D. FIREBOARD MEETING SCHEDULE:

- Resolution 122010-06
 Motion by Rick Clolinger
 Second by Rick Derby

The SCAFD Board will hereby hold all board meetings at Station 1.

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

NO: None Motion declared carried

VII. NEW BUSINESS

- A. MEMBER(S) TO BE PLACED ON PROBATION: NONE
 B. MEMBER TO COME OFF PROBATION: NONE
 C. MEMBERS RESIGNING/TERMINATING: J. Brooks
- Resolution 122010-07
 Motion by Dave Hurt
 Second by Boots Abrams

The SCAFD Board does authorize accept the resignations of Jarrad Brooks, effective December 9, 2010.

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

NO: None Motion declared carried

D. MEMBERS ELIGIBLE FOR REINSTATEMENT: NONE**E. SUB-GRANT AGREEMENT: Document submitted****VIII. GENERAL INFORMATION**

- A. MUNICIPAL BILLINGS
 B. NOVEMBER BILLS LIST
 C. FTFD THANK YOU
 D. MARY CRAPO THANK YOU
 E. ORGANIZATIONAL CHART
 F. SOC 202, 209, 407 UPDATES

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:**

Abrams: Merry Christmas and Happy New Year
 Hurt: Thanks for the cookies
 Merry Christmas
 Thornton: Ditto
 Childers: Merry Christmas

Derby: Merry Christmas and Happy New Year
Clolinger: Ditto
Messer: Had a safe 2010, hope to have a safe 2011
Merry Christmas, Happy New Year

XIII. ADJOURNMENT OF MEETING:

Meeting adjourned at 8:05 p.m. The next regular meeting will be 01/17/10 at Station 1 at **7:00 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 12/01/2010 through 12/31/2010

Printed: 01/12/2011

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		
0000169-000 In front of 8191 Beecher RD	12/01/2010	18:40	1	352 Extrication, freed before arrival	21 \$ 0	0.00	10.00	0:40:00
						MERRIAM, ERIC M - ASSISTANT		
0000169-000 3311 Torrey RD	12/02/2010	12:26	12	111 MA to FTED	11 \$ 0	0.00	14.00	2:42:00
0000170-000 9980 E Brooks RD	12/05/2010	19:51	12	111 AMA to Venice Twp (canceled)	23 \$ 0	0.00	1.00	0:22:00
0000171-000 2103 White Eagle Pass MR Shouky Zerka	12/05/2010	20:29	2	733 Smoke detector activation due to	24 \$ 0	0.00	8.00	0:36:00
				MR Shouky Zerka		MERRIAM, ERIC M - ASSISTANT		
0000172-000 5300 S Elms RD	12/07/2010	09:28	12	651 AMA to GTFD, smoke scare	13 \$ 0	0.00	5.00	0:23:00
0000173-000 1474 S Seymour RD	12/12/2010	13:38	2	444 cable line down, removed	12 \$ 0	0.00	3.00	0:07:00
						MERRIAM, ERIC M - ASSISTANT		
0000174-000 8240 Miller RD MRS Selna Hemke	12/13/2010	11:20	1	745 Alarm system activation, no fire -	19 \$ 0	8.00	10.00	0:55:00
						KING, JACK L - BATT CHIEF		
0000175-000 7356 Calkins RD MR Billy Elkins	12/22/2010	00:46	2	111 Building fire	22 \$ 50,000	0.00	11.00	3:59:00
				MR Roger Gauthier		COLE, BRENT D - CHIEF		
0000176-000 9362 S Seymour RD MR Michael Hinebal	12/22/2010	08:15	12	111 AMA to Gaines Twp	12 \$ 0	0.00	19.00	3:35:00
				MR Michael Hinebal				
0000177-000 8442 W Cook RD	12/22/2010	17:18	12	111 AMA to Gaines Township	14 \$ 0	0.00	16.00	0:52:00
						PLUMB, DAVID J - CAPTAIN/EM		
0000178-000 9103 Chesterfeild ER MR Douglas L Hill JR	12/25/2010	02:01	1	131 Passenger vehicle fire	16 \$ 3,000	7.00	10.00	1:09:00
				MRS Christy Hill		KING, JACK L - BATT CHIEF		
0000178-001 9103 Chesterfeild ER	12/25/2010	02:01	1	111 Building Exposure	8 \$ 3,000	7.00	7.00	1:09:00
						KING, JACK L - BATT CHIEF		

Incident Log for 12/01/2010 through 12/31/2010

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				
0000179-000	12/28/2010	17:44	1713 Smoke detector activation, no fire	14	0.00	10.00	0:21:00		
4395 Ita CT				\$ 0		\$ 0			
Roxane Valentine			Associated Management Co.		KING, JACK L - BATT CHIEF				
Incidents by Shift Including Exposures									
	No. Resp.	Total Hr:Min	Prop. Loss	Cont. Loss	0	1	2	3	4
Totals:	208	16:50:00	\$ 56,000	\$ 25,200	0	5	5	3	0

The total number of incidents, including exposure fires is 13.

The number of exposure fires is 1.

Before Adjustments

SWARTZ CREEK AREA FIRE DEPARTMENT
Income/Expense Report
For the Twelve Months Ending December 31, 2010

	Description	Current Mth	Y-T-D	Budget	Remain.Budget	% Budget
Revenues						
3582	OPERATING CONTRIBU	6,185.46	229,357.19	237,300.00	7,942.81	(0.97)
3583	EQUIPMENT CONTRIBU	0.00	30,600.00	30,600.00	0.00	(1.00)
3628	MISC. INCOME (SUNDR	0.00	42.00	0.00	(42.00)	0.00
3630	GRANT INCOME	0.00	3,295.50	0.00	(3,295.50)	0.00
3664	INVESTMENT INCOME	5.03	128.41	300.00	171.59	(0.43)
3673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
	Total Revenues	6,190.49	263,423.10	268,200.00	4,776.90	(0.98)
Expenses						
4703	SOCIAL SECURITY	1,516.82	10,611.30	12,100.00	1,488.70	0.88
4704	STAFF SALARIES	5,419.41	42,191.03	45,500.00	3,308.97	0.93
4705	MAIN/TRAIN-SALARIES	1,680.00	11,416.44	10,900.00	(516.44)	1.05
4706	OFFICER SALARIES	2,500.00	15,000.00	15,000.00	0.00	1.00
4707	FIREFIGHTERS SALARY	10,236.73	70,109.85	74,000.00	3,890.15	0.95
4708	DEFERRED COMPENSA	509.00	3,122.25	4,800.00	1,677.75	0.65
4709	MEDICAL-FIREFIGHTER	0.00	4,622.00	6,170.00	1,548.00	0.75
4727	OFFICE SUPPLIES	309.51	1,486.23	2,700.00	1,213.77	0.55
4728	BUILDING SUPPLIES	54.53	685.55	700.00	14.45	0.98
4740	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
4741	EQUIPMENT SUPPLIES	741.06	6,156.49	8,650.00	2,493.51	0.71
4801	CONTRACT SERVICES	760.00	3,458.58	5,700.00	2,241.42	0.61
4820	80th Anniversary	0.00	0.00	0.00	0.00	0.00
4850	COMMUNICATIONS	188.85	2,889.16	3,350.00	460.84	0.86
4910	INSURANCE	0.00	23,422.00	26,000.00	2,578.00	0.90
4920	UTILITIES	1,348.78	11,134.95	17,000.00	5,865.05	0.65
4960	EDUCATION & TRAININ	3,271.37	5,519.12	5,030.00	(489.12)	1.10
4970	OFFICE EQUIPMENT	0.00	198.36	240.00	41.64	0.83
4976	FIRE EQUIPMENT	8,798.10	14,546.69	13,860.00	(686.69)	1.05
4978	FIRE EQUIP.-MAINT/REP.	755.73	14,301.55	15,300.00	998.45	0.93
4979	FIRE EQUIPMENT-UPGR	0.00	450.00	0.00	(450.00)	0.00
4981	APPARATUS	0.00	0.00	0.00	0.00	0.00
4982	Loose Equip. New Appar	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 EQUIPMENT	0.00	359.00	600.00	241.00	0.60
4988	COMPUTER SOFTWARE/	0.00	608.95	600.00	(8.95)	1.01
4999	RESERVE	0.00	0.00	0.00	0.00	0.00
	Total Expenses	38,089.89	242,289.50	268,200.00	25,910.50	0.90
	Net Income/<Loss>	(31,899.40)	21,133.60	0.00	(21,133.60)	0.00
3400	FUND BALANCE-Beginni	0.00	61,597.70	0.00	(61,597.70)	0.00
	Fund Balance-End of Year	(31,899.40)	82,731.30	0.00	(82,731.30)	0.00

2010 Line Item Budget Adjustments

To Account	From Account	Amount
4705		516.44
4960		489.12
4976		686.69
4979		450.00
4988		8.95
	4910	(2,151.20)

After Adjustments

SWARTZ CREEK AREA FIRE DEPARTMENT
Income/Expense Report
For the Twelve Months Ending December 31, 2010

	Description	Current Mth	Y-T-D	Budget	Remain.Budget	% Budget
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3583	EQUIPMENT CONTRIBU	0.00	30,600.00	30,600.00	0.00	(1.00)
3628	MISC. INCOME (SUNDR	0.00	42.00	0.00	(42.00)	0.00
3630	GRANT INCOME	0.00	3,295.50	0.00	(3,295.50)	0.00
3664	INVESTMENT INCOME	5.03	128.41	300.00	171.59	(0.43)
3673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
	Total Revenues	6,190.49	263,423.10	268,200.00	4,776.90	(0.98)
Expenses						
4703	SOCIAL SECURITY	1,516.82	10,611.30	12,100.00	1,488.70	0.88
4704	STAFF SALARIES	5,419.41	42,191.03	45,500.00	3,308.97	0.93
4705	MAIN/TRAIN-SALARIES	1,680.00	11,416.44	11,416.44	0.00	1.00
4706	OFFICER SALARIES	2,500.00	15,000.00	15,000.00	0.00	1.00
4707	FIREFIGHTERS SALARY	10,236.73	70,109.85	74,000.00	3,890.15	0.95
4708	DEFERRED COMPENSA	509.00	3,122.25	4,800.00	1,677.75	0.65
4709	MEDICAL-FIREFIGHTER	0.00	4,622.00	6,170.00	1,548.00	0.75
4727	OFFICE SUPPLIES	309.51	1,486.23	2,700.00	1,213.77	0.55
4728	BUILDING SUPPLIES	54.53	685.55	700.00	14.45	0.98
4740	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
4741	EQUIPMENT SUPPLIES	741.06	6,156.49	8,650.00	2,493.51	0.71
4801	CONTRACT SERVICES	760.00	3,458.58	5,700.00	2,241.42	0.61
4820	80th Anniversary	0.00	0.00	0.00	0.00	0.00
4850	COMMUNICATIONS	188.85	2,889.16	3,350.00	460.84	0.86
4910	INSURANCE	0.00	23,422.00	23,848.80	426.80	0.98
4920	UTILITIES	1,348.78	11,134.95	17,000.00	5,865.05	0.65
4960	EDUCATION & TRAININ	3,271.37	5,519.12	5,519.12	0.00	1.00
4970	OFFICE EQUIPMENT	0.00	198.36	240.00	41.64	0.83
4976	FIRE EQUIPMENT	8,798.10	14,546.69	14,546.69	0.00	1.00
4978	FIRE EQUIP.-MAINT/REP	755.73	14,301.55	15,300.00	998.45	0.93
4979	FIRE EQUIPMENT-UPGR	0.00	450.00	450.00	0.00	1.00
4981	APPARATUS	0.00	0.00	0.00	0.00	0.00
4982	Loose Equip. New Apparat	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 EQUIPMENT	0.00	359.00	600.00	241.00	0.60
4988	COMPUTER SOFTWARE/	0.00	608.95	608.95	0.00	1.00
4999	RESERVE	0.00	0.00	0.00	0.00	0.00
	Total Expenses	38,089.89	242,289.50	268,200.00	25,910.50	0.90
	Net Income/<Loss>	(31,899.40)	21,133.60	0.00	(21,133.60)	0.00
3400	FUND BALANCE-Beginni	0.00	61,597.70	0.00	(61,597.70)	0.00
	Fund Balance-End of Year	(31,899.40)	82,731.30	0.00	(82,731.30)	0.00

AS OF: January 12, 2011
TO: Swartz Creek Area Fire Authority
RECORDED BY: Fire Chief Brent Cole
SUBJECT: Current Apparatus Readiness Status

Unit	Type	Assignment	Status
11	98 Pumper	Station 1	In service. 01/01: Changed oil, filters, greased and checked all fluids.
12	91 Pumper	Station 1	In service. 12/28: Changed oil, filters, greased and checked all fluids.
16	91 Squad	Station 1	In service.
17	79 Grass Rig	Station 1	In service.
21	99 Pumper	Station 2	In service. 01/03: Changed oil, filters, greased and checked all fluids.
23	92 Tanker	Station 2	In service.
26	93 Squad	Station 2	In service.
27	79 Grass Rig	Station 2	In service.

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

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

INVOICE

Invoice Number: 011212
 Invoice Date: Jan 12, 2011
 Page: 1
 Duplicate

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

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	1/31/11

Quantity	Item	Description	Unit Price	Amount
203.88	FIRE02	FIRE SERVICE 12/2010	12.86	2,621.49

Subtotal	2,621.49
Sales Tax	
Total Invoice Amount	2,621.49
Payment/Credit Applied	
TOTAL	2,621.49

Check/Credit Memo No:

2621.49

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

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

INVOICE

Invoice Number: 011211
 Invoice Date: Jan 12, 2011
 Page: 1
 Duplicate

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

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	1/31/11

Quantity	Item	Description	Unit Price	Amount
110.38	FIRE02	FIRE SERVICE 12/2010	12.95	1,429.70

Subtotal	1,429.70
Sales Tax	
Total Invoice Amount	1,429.70
Payment/Credit Applied	
TOTAL	1,429.70

Check/Credit Memo No:

1429.70

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

					31-Dec-10
DATE:	CHECKS	PAYEE:	AMT	ACCT	TRANSACTION DESCRIPTION
12/6/2010	15608	BLUMERICHS	\$423.00	4976	PAGER PURCHASE
12/6/2010	15609	CLAYTON TWP	\$40.51	4920	SEWER-STA 2
12/6/2010	15610	SCAFA	\$407.00	22024	ASSOC. DUES
12/6/2010	15511	FRIEND OF THE COURT	\$24.32	22026	FOC
12/6/2010	15612	GIL ROYS	(\$0.47)	4741	EQUIP SUPPLIES
			\$3.89	4727	BUILDING SUPPLIES
12/6/2010	15613	ICMA	\$445.64	22023	DF COMP EE PORTION
	(INTERNL CITY/COUNTY MGT ASSOC.)		\$297.75	4708	DF COMP ER PORTION
12/6/2010	15614	STATE OF MICHIGAN	\$425.68	22022	11/10 STATE TAX
12/6/2010	15615	SUBURBAN AUTO	\$109.78	4978	ALTERNATOR 41-16
			\$30.94	4741	EQUIP SUPPLIES
12/6/2010	15616	VALLEY PETROLEUM	\$27.16	4741	FUEL
12/13/2010	15617	ICMA	\$69.42	22023	DF COMP EE PORTION
12/13/2010	15618	TUFFY AUTO CENTER	\$345.30	4978	MUFFLER 41-16
12/13/2010	15619	VISA	\$3.17	4980	FILM DEVELOPING
			\$101.06	4727	OFFICE SUPPLIES
			\$25.76	4728	BUILDING SUPPLIES
			\$14.58	4741	EQUIP SUPPLIES
12/20/2010	15620	CITY OF SWART CREEK	\$646.73	4920	UTILITIES STA 1
12/20/2010	15621	COMCAST	\$188.85	4850	PHONE/INTERNET STA 1
12/20/2010	15622	CONSUMERS ENERGY	\$580.52	4920	UTILITIES STA 2
12/20/2010	15623	POSTMASTER	\$86.00	4727	STAMPS
12/20/2010	15624	VALLEY PETROLEUM	\$259.15	4741	FUEL
12/23/2010	15625	BLUMERICHS	\$60.00	4976	PAGER REPAIR
12/23/2010	15626	WILLIAM CAVANAUGH	\$760.00	4801	ATTORNEY FEES
12/23/2010	15627	ICMA	\$69.42	22023	DF COMP EE PORTION
12/23/2010	15628	NYE UNIFORM	\$142.00	4976	DRESS UNIFORM
12/31/2010	15629	CLAYTON TWP	\$40.51	4920	SEWER-STA 2
12/31/2010	15630	GENESEE CO ASSOC CHIEFS	\$2,875.00	4960	CLASSES
12/31/2010	15631	PETTY CASH	\$15.89	4727	POSTAGE
			(\$425.68)	22022	11/10 STATE TAX PAYABLE
			\$2,881.37	22021	11/10 SOC SEC PAYABLE
			\$399.09	22022	12/10 STATE TAX PAYABLE
			\$1,132.76	1002	12/1 PAYROLL
			\$6,369.76	1002	12/8 PAYROLL
			\$1,118.09	1002	12/15 PAYROLL
			\$1,136.31	1002	12/29 PAYROLL
			\$69.42	22023	DF COMP EE PORTION PAYABLE
		TOTAL	\$21,201.68		

VOID CHECKS:

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- 514 - Rapid Intervention Team(s) (RIT)
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- 603 - Mutual Aid Response
- 604 - Apparatus Staffing (Manpower)
- 605 - EMT Direct Response
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- 608 - Apparatus Accidents
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- 610 - Request for Assistance From Swartz Creek Police and/or
DPS
- 611 - Carbon Monoxide Detector Response
- 612 - Bomb Threats
- 613 - 800 MHZ Radio Usage
- 614 - Road Incidents

PROCEDURE: #212

ADOPTED: January 17, 2011

REVIEWED/REVISED:

SUBJECT: ADMINISTRATIVE PROCEDURES; Grant Equipment

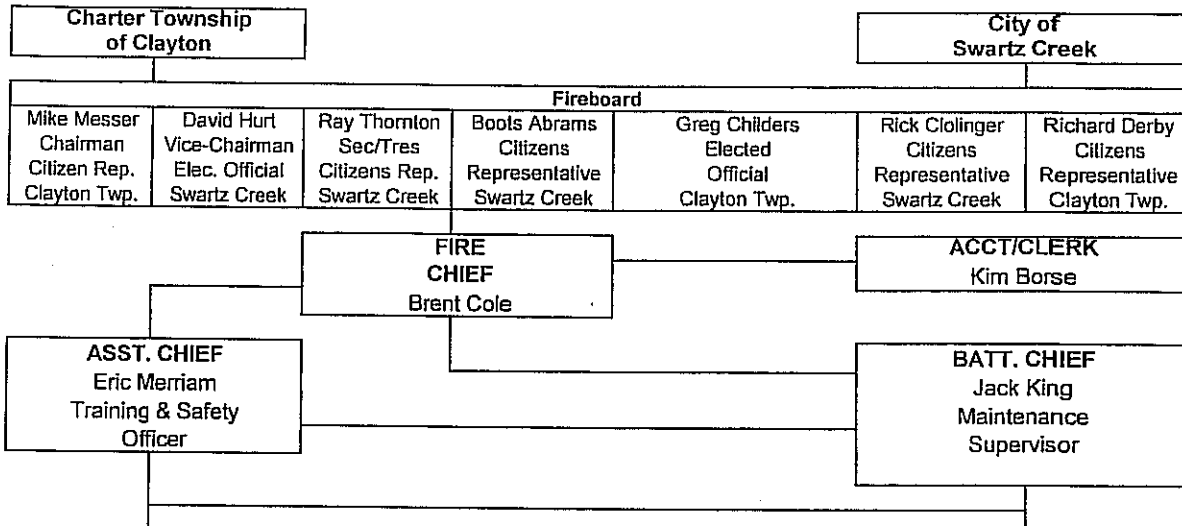
PURPOSE: To establish guidelines for handling equipment received through grants that require accountability.

OBJECTIVE: To provide guidelines that follow individual agency's requirements.

1. Any equipment that falls under a grant agreement, with any agency, shall have an inventory number that distinguishes the equipment as "received with grant money".
2. If a grant agreement requires it, records of maintenance shall also be kept for each item received.
3. Grant equipment will be disposed of, following agency regulations.
4. Agreements with agencies, associated with grants received shall dictate protocol for inventory and disposal.

Swartz Creek Area Fire Department

Organization Chart



STATION 1				STATION 2			
Capt. Steve Tabit - Quarier Master				Capt. Dave Plumb - Asst. Qtrmstr, Coordinator, Run % Monitor			
Lt. Mike Treiger - Fire Prevention & Station 1 Assignments				Lt. Dave Jones - Vehicle Inspections & Station 2 Assignments			
Lt. Brendt Cole - Medical & Rehab Supplies				Lt. Rich Tesner - Uniforms			
	Leave Expires	Dir.Res.Start	Off Prob.		Leave Expires	Dir.Res.Start	Off Prob.
FF Rod Armstrong				SGT James Barr II			
FF Greg Baker				FF Anthony Davis		01/18/05	
FF James Bowers	5/9/2010			<i>FF Lori McKerracher</i>		05/31/01	04/18/10
FF Rick Castano				FF Tim McKnight			
<i>FF Leah Farnsworth</i>			09/20/11	<i>FF Dan Merriam</i>			06/21/11
FF Tiffany Forbes				FF Karen Merriam			
<i>FF Chad Thornton</i>			08/16/11	FF Mark Merriam			
FF Daniel Hill				<i>FF Ann Samida</i>	01/14/11		
FF Jeffery Jarrad				FF Bill Samida			
FF Jeffrey Kelley				FF Steve Webster			
FF Todd Kimbrue				FF Joe Yambrick		7/20/09	
<i>FF Dale Link</i>			03/21/10				
FF Scott Martin							
FF Walter Melen							
FF Brian Scott							
SGT Kevin VanArsdale		04/15/04					
FS Bob Plumb							
RO Valerie Dow							
On personal leave/Medical=			1	On personal leave/Medical=			1
Suspended=			0	Suspended=			0
Non-Probationary Total =			12	Non- Probationary =			8
Probationary Total =			3	Probationary =			2
Firefighter Subtotal =			16	Firefighter Subtotal =			11
Radio Operators =			1	Radio Operators =			0
Support =			1	Support =			0
Station Personnel Total =			18	Station Personnel Total =			11

(1) probation to be extended due to medical leave

Total Officers =	9
Total Firefighters=	27
Support	1
Radio Operators =	1
Total =	38

Name in italics = probationary status

Font = Suspension

Font = Leave of absence or sick leave

Updated: 1/3/2011

Officers (Excluding Sergeants) =	9
Active non-probationary =	20
Active probationary =	5
Active Radio Operators =	1
Support	1
Suspended=	0
Medical or extended leave =	2
Total dept. force =	38

Fire Agreement update highlights:

3. Governance of Authority.

- C. The Authority shall develop and maintain a command structure for the Fire Department which shall be headed by a Fire Chief who shall be appointed by a majority vote of both the township board and the city council **the Swartz Creek Area Fire Authority** and who shall serve at the pleasure of the Board. The terms and conditions of employment for the Fire Chief shall be set forth in a separate employment agreement. The **appointment or termination** of the Fire Chief by the Board may be overruled by a majority vote of both the township board and the city council, but such votes must occur within thirty (30) days of the termination. The Fire Chief shall be responsible for hiring, managing and firing all personnel of the Authority, none of whom shall be full time employees. The Fire Chief's authority to hire employees is limited to a fixed number of employees as determined at the time that the budget is adopted ~~No member of the Township Board or the City Council shall be eligible for appointment to, or to serve in, a position as either a full or part time firefighter, whether paid, on-call or volunteer.~~

5. Fire Halls.

- C. Such use shall be subject to the following:

- ~~3) The Authority shall be responsible for maintenance and repairs for the designated fire halls during the effective period of this Agreement.~~
- 3) ~~Except for maintenance and repairs, no~~ **No** additions and/or alternations to said fire halls may be made by the Authority without the express prior written approval of the governmental unit owning said structure; provided, however, that upon termination of this Agreement such additions and/or improvements shall become the property of the governmental unit owning the structure.

12. Books and Records; Annual Audit.

- C. The audit shall be completed no later than ninety (90) days following the close of the Authority's fiscal year, and a copy of said audit shall submitted to the City Clerk and the Township Clerk within seven (7) days after its completion **review by the Fireboard.**

13. Fiscal Year; Budget.

- E. The Authority shall expend funds pursuant to the adopted budget; provided, however, the Board shall have the authority within a single year, without the approval of the City and Township, to amend line item expenditures ~~by an amount not to exceed ten percent (10%) of the amount provided for the subject line item in the final budget as approved by the City and the Township,~~ so long as the total budget is not exceeded. ~~Line item budget amendments exceeding ten percent (10%) singularly or cumulatively in a single fiscal year shall require approval of both the City and Township.~~

**SWARTZ CREEK - CLAYTON TOWNSHIP
AMENDED AND RESTATED
FIRE DEPARTMENT AGREEMENT**

THIS AGREEMENT is made this _____ day of _____, 2011, to be effective as of April 1, 2011, by and between the City of Swartz Creek, a Michigan municipal corporation with principal offices at 8083 Civic Drive, Swartz Creek, Michigan 48473 ("City") and the Charter Township of Clayton ("Township"), a Michigan public body corporate, with principal offices at 2011 South Morrish Road, Swartz Creek, Michigan 48473 ("Township").

WHEREAS, the City and the Township have for many years jointly provided fire protection services to their geographical areas; and

WHEREAS, the joint provision of such fire protection services was covered by a written agreement; and

WHEREAS, the Michigan Urban Cooperation Act of 1967, 1967 PA 7 (Ex Sess) [MCL 124.501 et seq] ("UCA") authorizes two municipalities to enter into an interlocal agreement by which they agree to exercise jointly "any power, privilege, or authority that the agencies share in common and that each might exercise separately;" and.

WHEREAS, section 7 of the UCA [MCL 124.507] provides that such an interlocal agreement "may provide for a separate legal or administrative entity to administer or execute the agreement which may be a commission, board, or council constituted pursuant to the agreement," and that such administrative entity "shall be a public body, corporate or politic for the purposes of this act;" and

WHEREAS, the City and the Township share in common the power and authority to establish and maintain a fire department and provide fire protection services; and

WHEREAS, as empowered to do so by the UCA, the City and the Township wish to continue to jointly provide fire protection services and operate a fire department to serve the City and the Township and to do so under the terms and conditions of this agreement;

NOW, THEREFORE, the parties hereto acting pursuant to the authority of resolutions duly adopted by their respective legislative bodies, **HEREBY AGREE AS FOLLOWS:**

1. Establishment of Authority.

Pursuant to the authority of section 7 of the UCA [MCL 124.507] there is hereby established an administrative entity to administer and execute this interlocal agreement, such entity to be know as the "Swartz Creek Area Fire Authority" ("Authority"). The Authority is the successor to and the continuation of that entity heretofore known as the Swartz Creek Area Fire Board.

2. Name.

The Authority shall provide its fire protection services and shall conduct its business under the name, "Swartz Creek Area Fire Department," and shall file a d/b/a certificate to that effect with the Genesee County Clerk.

3. Governance of Authority.

- A. The Authority shall be governed by a board consisting of seven (7) members ("Board") who shall be appointed as follows:
- 1) Three (3) members shall be appointed by the City, one of whom shall be a member of the City Council. The other City appointees shall be residents of the City and shall hold no other elective City office.
 - 2) Three (3) members shall be appointed by the Township, one of whom shall be a member of the Township Board. The other Township appointees shall be residents of the Township and shall hold no other elective Township office.
 - 3) The seventh member shall be appointed on an alternating basis between the parties with the Township making the first such appointment. Such member shall be appointed as and be designated as the "at-large" member. The at-large member shall be appointed for a term of one year commencing on April 1 of each year and at the completion of said term the appropriate appointing authority shall designate its appointee as the at-large member.
 - 4) Except as provided in subparagraph (5), below, no active Swartz Creek Area Fire Authority firefighter, volunteer or otherwise, shall be eligible for appointment to the Board.
 - 5) The Fire Chief shall be an ex-officio member of the Board, but shall have no right to vote on matters coming before the Board.
 - 6) Each of the appointees, including the at-large member, shall hold office until their replacement is appointed as provided herein.
 - 7) Vacancies shall be filled by the appropriate appointing authority consistent with the provisions contained herein related to appointees to the Board.
- B. The Authority shall have the exclusive authority to manage and operate the provision of fire protection services to the City and Township and shall have, except as otherwise provided or limited by the terms of this agreement, such power as may be required for the faithful performance of its duties.
- C. The Authority shall develop and maintain a command structure for the Fire Department which shall be headed by a Fire Chief who shall be appointed by the Swartz Creek Area Fire Authority and who shall serve at the pleasure of the Board. The terms and conditions of employment for the Fire Chief shall be set forth in a separate employment agreement. The appointment or termination of the Fire Chief by the Board may be

overruled by a majority vote of both the township board and the city council, but such votes must occur within thirty (30) days. The Fire Chief shall be responsible for hiring, managing and firing all personnel of the Authority, none of whom shall be full time employees. The Fire Chief's authority to hire employees is limited to a fixed number of employees as determined at the time that the budget is adopted.

- D. The Authority shall provide the fire protection services provided for herein through the use of paid on-call firefighters; provided, however, that the Authority shall not have the authority to hire or otherwise retain full-time or part-time personnel without there being funds in the budget for such hiring or retention. Nothing contained herein shall prohibit the Board from contracting with a volunteer or on-call organization for services on an as needed basis.

4. Bylaws.

The Authority and the Board shall operate under bylaws adopted by the City and the Township. Said bylaws shall provide for the organization of the Board, Board officers, committees, meetings, meeting quorum, voting, and all other organizational and operational matters normally contained in bylaws. Once adopted by the City and the Township, said bylaws may only be amended by agreement of the City and the Township.

5. Fire Halls.

- A. The Township hereby provides the fire hall located at 1494 Seymour Road in the Township at the disposal of the Authority for its use during the effective period of this Agreement.
- B. The City hereby provides the fire hall located at 8100-B Civic Drive in the City at the disposal of the Authority for its use during the effective period of this Agreement:
- C. Such use shall be subject to the following:
 - 1) The City and Township shall each retain ownership of or lease rights to the fire halls so designated and the Authority shall have no power to use or authorize the use of the fire halls for any use other than the provision of fire protection services to the City and Township, unless authority for such other use or activity is obtained in writing, email acceptable, from the City (as to the City's fire hall) or the Township (as to the Township fire hall).
 - 2) The Authority shall not engage in any activity or take any action which will result in a lien, mortgage, or other encumbrance on the title of the City or the Township to their respective fire halls or the land on which they are located.
 - 3) No additions and/or alternations to said fire halls may be made by the Authority without the express prior written approval of the governmental unit owning said structure; provided, however, that upon termination of this Agreement such additions and/or improvements shall become the property of the governmental unit owning the structure.

6. Township Mini Pumper.

The 1979 Mini Pumper, Serial No. W41CT9138438, presently owned by the Township, shall be and is hereby placed at the use of the Authority for the provision of fire services as provided for in this Agreement, subject to the following conditions:

- A. The Authority shall be responsible for and maintain public liability and property damage insurance upon said vehicle with the Township being named as a co-insured.
- B. Said vehicle shall remain titled in the name of the Township.
- C. Upon dissolution of the Authority, said vehicle shall be returned to the Township and/or the Township shall have the right to summary repossession of said vehicle. The Authority shall have no control whatsoever over said vehicle upon dissolution of the Authority.

7. City Mini Pumper.

The 1979 Mini Pumper, Serial No. CKL339B160091, presently owned by the City, shall be and is hereby placed at the use of the Authority for the provision of fire services as provided for in this Agreement, subject to the following conditions:

- A. The Authority shall be responsible for and maintain public liability and property damage insurance upon said vehicle with the City being named as a co-insured.
- B. Said vehicle shall remain titled in the name of the City.
- C. Upon dissolution of the Authority, said vehicle shall be returned to the City and/or the City shall have the right to summary repossession of said vehicle. The Authority shall have no control whatsoever over said vehicle upon dissolution of the Authority.

8. Authority Assets.

- A. Except as may be provided above as to the fire halls and the mini pumpers, the City and Township shall each have an undivided one-half (1/2) interest in and to all assets of the Authority. An inventory of said assets shall be prepared annually by the Authority and filed with the City Clerk and the Township Clerk as provided in subparagraph D, below.
- B. All of the assets of the Authority shall be housed at the fire halls designated within this agreement in such quantities, as shall within the discretion of the Authority provide maximum efficient fire protection services for the areas to be provided such service.
- C. Assets that are determined by the Board to have no value, due to age or damage, shall be destroyed. Assets that have value, but are no longer needed by the Authority, shall be sold by sealed bid, RFP, auction or online internet auction to the highest bidder. The Board shall create and implement a policy for disposal of such assets. Assets that have been sold shall be logged as such on the annual inventory for at least one year.
- D. The Authority shall file an annual inventory of such assets with the City and the Township no later than February 15th of each year.

9. Additional Assets.

Nothing contained herein shall prohibit the City or the Township from acquiring such additional equipment and/or providing such additional services as it sees fit to be used within its boundaries. Such additional equipment and/or services provided shall not be subject to the terms of this Agreement and ownership of same shall not be shared.

10. Insurance.

The Authority shall secure and keep in force and effect during the effective period of this Agreement appropriate property damage and public liability insurance insuring its activities in such amounts as it sees fit; however, in no instance shall such limits of insurance be less than One Million Dollars (\$1,000,000) Single Limit Public Liability and Property Damage Policy, with a Three Million Dollar (\$3,000,000.00) Umbrella. In addition thereto the Authority shall secure and keep in force and effect during the effective period of the Agreement appropriate workmen's Compensation Insurance coverage and any other insurance coverage's required by law.

11. Services to Other Governmental Units.

The Authority shall not provide fire protection services to other governmental units, by contract or otherwise, without first obtaining the approval of the City and the Township before such services are rendered; provided, however, that such prohibition shall not extend to the participation by the board in a mutual aid pact with other units of government.

12. Books and Records; Annual Audit.

- A. The Authority shall provide for the keeping of books and records regarding its operation. The keeping of such books and records shall conform to generally accepted accounting principles.
- B. The Authority shall provide for an annual audit of its revenue and expenditures. The auditing firm shall be selected through competitive bidding every 3 years and the same firm shall not be selected for more than two (2) consecutive terms.
- C. The audit shall be completed no later than ninety (90) days following the close of the Authority's fiscal year, and a copy of said audit shall be submitted to the City Clerk and the Township Clerk within seven (7) days after its review by the Fireboard.

13. Fiscal Year; Budget.

- A. The fiscal year of the Authority shall be from January 1 through December 31.
- B. Beginning no later than August 1 of each year, the City Manager and the Township Supervisor shall meet with the Fire Chief and develop a draft budget. Such draft shall reasonably reflect the findings and recommendations set forth in the Swartz Creek Area Fire Department Evaluation adopted in January 2008 by the City and the Township. The draft budget shall be submitted to the Authority Board no later than October 1.

- C. The Authority Board shall review the proposed budget of its anticipated expenses, including any suggested amendments, and shall forward same to the City Council and Township Board for approval no later than October 31 of each year. The City and the Township may approve the budget as presented or may approve it with amendments. The final budget shall be in such form as shall be approved by both the City and the Township.
- D. Upon approval of the final budget, the City and the Township shall each appropriate its share of the funding for said budget, and such funds shall be transmitted to the Authority for its use. Once the final budget is approved, such sums as each party are required to contribute shall be a debt of each notwithstanding any subsequent disagreement between the parties.
- E. The Authority shall expend funds pursuant to the adopted budget; provided, however, the Board shall have the authority within a single year, without the approval of the City and Township, to amend line item expenditures, so long as the total budget is not exceeded.
- F. The Authority shall not exceed the budget as approved by the City and Township without express prior approval by both the City and Township who, concurrent with such approval, shall appropriate such sums as are necessary to finance such increased expense.

14. Capital Improvement Fund.

Pursuant to the Swartz Creek Area Fire Department Evaluation, adopted in January 2008 by the City and the Township, a Capital Improvement Program Fund (CIPF) is hereby established. The budget for the CIPF shall be established annually in the same manner and at the same time as the annual operating budget. The City and the Township shall determine an amount to be contributed to the CIPF, said contribution to be appropriated each year at the same time as the annual appropriation for operation of the Authority is made at the beginning of each unit's fiscal year. CIP Funds contributed by the City and the Township shall be held and independently accounted for by the Authority and shall be invested in an interest bearing account. The Authority shall adopt an investment policy that conforms to the State of Michigan's authorized and suitable investments for local units of government (1988 Public Act 239, M.C.L. 129.91) The Authority may not use or expend any funds in the CIPF without the prior approval by a majority vote of both the township board and the city council. The City and the Township, by a mutual agreement of the majority of each governing boards, may elect to deposit any unspent operating funds left over from a previous year budget, into the CIPF.

15. Costs of Fire Runs; Labor Costs.

Except as to the labor costs attendant with each fire run, the entire cost of providing fire protection services as agreed to herein shall be borne by the City and Township equally. As to labor costs attendant with each fire run, it is hereby agreed that such cost shall be borne solely by the party, City or Township, wherein the service is provided. Such costs shall be provided for in the budget required by paragraph 13 hereof. The City and the Township, as suggested in the January 2008 Fire Department Evaluation, shall work to develop a cost recovery ordinance that both municipalities can adopt and implement.

16. Effective Date; Term; Expiration of Term.

The effective date of this agreement is _____ 2011. The term of this Agreement shall be a period of two years from and after said date; i.e., through March 31, 2013. The expiration of this agreement shall not operate to relieve the City or the Township of their financial obligations hereunder. The financial obligations of each party shall continue until all termination activities set forth in paragraph 16, below, are completed.

17. Termination.

Upon termination of this agreement, the Authority shall proceed as follows:

- A. At least sixty (60) days prior to the termination date, the Authority shall cause its last annual inventory to be made current.
- B. The Authority shall cause an appraisal to be made of all of the assets under its control other than the fire halls and the mini pumpers described in sections 7 and 8. Said appraisal shall be made no later than thirty (30) days prior to the date of termination and shall be submitted to the City Clerk and the Township Clerk forthwith.
- C. The Authority shall attempt to assign the assets to the parties consistent with the provisions and intent of this agreement. Upon completion of such asset assignment, the Authority shall recommend same to the City and the Township. Upon agreement of the City and the Township, the Authority shall assign the assets to the parties.
- E. Notwithstanding the termination date and/or its attempts to assign the assets, the Authority shall continue to perform its duties and obligations until the effective date of the termination of this agreement.

18. Negotiated Assignment.

The parties need not wait for the recommendation of the Board as to the division and assignment of assets, but may commence negotiations relative to such division and assignment at any time prior to the termination date; provided, however, that the parties by and through their respective governing bodies, shall meet no less than sixty (60) days prior to effective date of termination, if agreement or assignment of assets has not otherwise occurred, to negotiate assignment of assets and/or the providing for an orderly transition and continuing of fire protection services beyond the termination date.

19. Notices.

Any notice, demand, or communication required, permitted, or desired to be given under this agreement shall be deemed effectively given when personally delivered or mailed by certified mail addressed as follows:

If to the City:

City of Swartz Creek
C/O City Manager
8083 Civic Drive
Swartz Creek, MI 48473
Attention: City Manager

If to the Township:

Clayton Township
C/O Township Supervisor
2011 South Morrish Road
Swartz Creek, MI 48473
Attention: Township Supervisor

The parties may, by notice given hereunder, designate any further or different address to which subsequent notices, demands, or communications may be given.

20. Severability.

If any provision of this agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this agreement which shall remain in full force and effect and enforceable in accordance with its terms.

21. Entire agreement.

This agreement supersedes all previous or contemporaneous negotiations and/or agreements and constitutes the entire agreement between the parties with respect to the joint provision of fire protection services in the City and the Township. No verbal statements or prior written materials not specifically incorporated in this agreement have been relied upon by the parties in entering into this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date first above written.

(Signature Page to Follow)

TOWNSHIP OF CLAYTON

Dated: _____, 2011

By: _____
Brian Sepanak, Supervisor

Dated: _____, 2011

By: _____
Dennis Milem, Township Clerk

CITY OF SWARTZ CREEK

Dated: _____, 2011

By: _____
Richard Abrams, Mayor

Dated: _____, 2011

By: _____
Juanita Aguilar, City Clerk

Paul Bueche

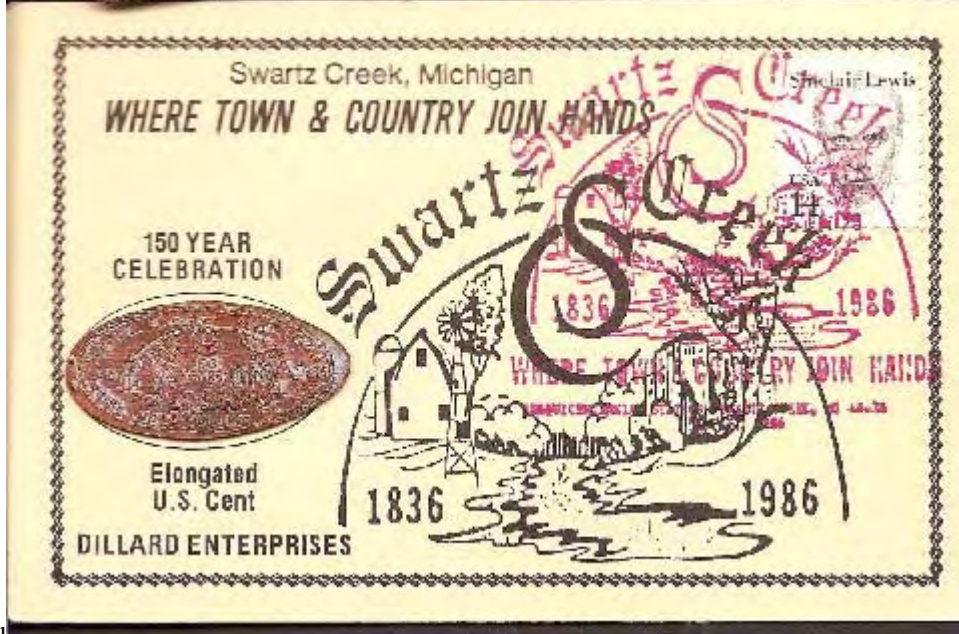
Subject: Celebrations

Attachments: sc150.JPG

NOTE: Email sent by Bill Morgan requesting that we coordinante a 175th anniversary celebration

Attached and below are images of souvenir give-away during past celebrations. I recall a small booklet was published in 1961 for the 125th anniversary. In 1936, the centennial, was a three day celebration, according to the late Don Spillane. We have photos of the parade and copies of speech's and a history of the celebration. In 1986 during the 150th. Hometown Days tents were all over town as the present site was not developed. Notice the key chain is the 40th. anniversary of the 1959 incorporation SC.

It my opinion the climate is much different today as it was in 1986. City employees are laid off. Revenue sources are dry. I am very optimistic we can, working together to effectuate an awesome tribute to early settlers. Our City Manager and our Mayor will be on board, I have no doubt.



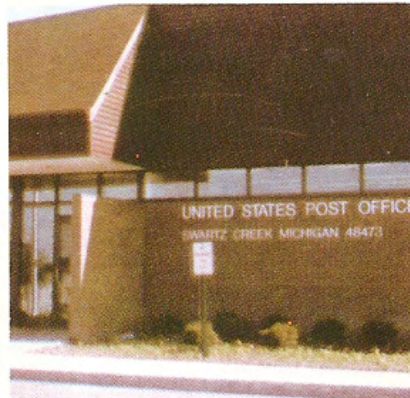
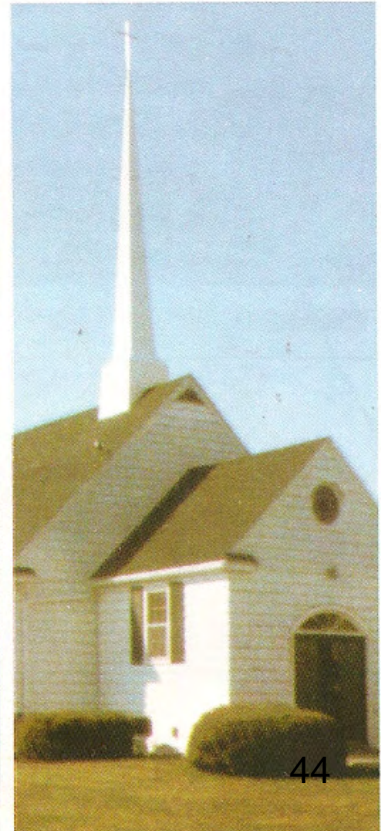
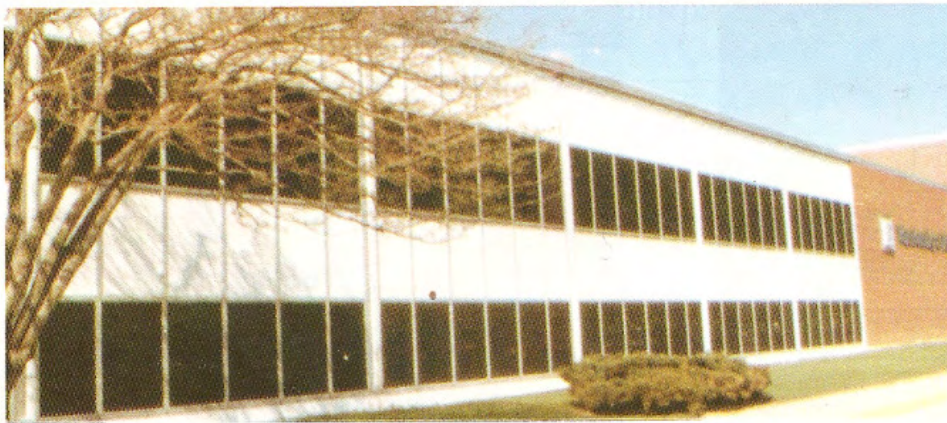
Bill

SWARTZ CREEK

1836

150th

1986



Paul Bueche

From: Paul Bueche
Sent: Thursday, January 13, 2011 1:18 AM
To: 'Wwm5388@aol.com'
Subject: RE: 175th anniversary

Bill,

I will add him to the agenda of January 24. Give me a ring late this week or early next week so I can get a bit more info from you for my report.

PS... It's OK to call me Paul.

Thanx.....

Paul

From: Wwm5388@aol.com [mailto:Wwm5388@aol.com]
Sent: Wednesday, January 12, 2011 8:46 PM
To: Paul Bueche; Abramsboots@aol.com
Cc: len40tho@comcast.net
Subject: 175th anniversary

Mr. Bueche, As you know this year is the 175th anniversary of the founding of Miller settlement. Mr. Len Thomas one of the Historical Society trustees has volunteered to attend the next city council meeting to propose our wishes for the celebration and seek a partnership with our city to plan and execute an awesome celebration. Please allow about five minutes for Lens proposal.

I will be talking to Larry Bush of Hometown Days to seek their participation also.

For your information the Swartz Creek News has promised to publish a Swartz Creek photo of our town each week during 2011. I will be selecting and transmitting the photos.

I hope and I am sure Mr. Thomas will be announcing the anniversary to Civil War as well.

Sincerely

Bill Morgan

ADVERTISEMENT FOR BIDS
CITY OF SWARTZ CREEK

The City of Swartz Creek is seeking bids for the acquisition and installation of a tube heating system for the Public Safety Building located at 8100 Civic Dr., Swartz Creek, MI. Work also includes removal of existing equipment as well as all other necessary work and components necessary to meet specifications. Bids must be sealed and marked "EECBG Bid", and are due at 4:00 p.m. at City Hall on February 7, 2011. The City reserves the right to reject any and all bids. Specifications may be picked up at City Hall, 8083 Civic Drive, Swartz Creek, Michigan, Monday-Friday, 8:30 a.m. to 4:30 p.m. A site inspection is required as part of the submission. Contact Tom Svrcek at (810) 635-4464 for further information.

All bidders must be fully insured and abide by the conditions found in the bid specifications. THIS PROJECT IS FUNDED BY THE STATE OF MICHIGAN AS AN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT THROUGH THE AMERICAN RECOVERY AND REINVESTMENT ACT. DAVIS BACON WAGE PROVISIONS, BUY AMERICAN PROVISIONS, AND OTHER REGULATIONS WILL APPLY AS OUTLINED IN THE SPECIFICATIONS.

*****End of Notice*****

PUBLISH: January 28, 2011
PROOF REQUIRED
THE FLINT JOURNAL

Please bill the: City of Swartz Creek
 8083 Civic Drive
 Swartz Creek, MI 48473

Reference: Account #8128

**City of Swartz Creek
Public Safety Building Tube Heating
Bid Solicitation, Specifications, and Requirements
January 25, 2011**

The City of Swartz Creek is seeking bids for the acquisition and installation of a tube heating system for the Public Safety Building located at 8100 Civic Dr., Swartz Creek, MI. Work also includes removal of existing equipment as well as all other necessary work and components necessary to meet specifications. Bids must be sealed and marked "EECBG Bid", and are due at 4:00 p.m. at City Hall on February 7, 2011. The City reserves the right to reject any and all bids. Specifications may be picked up at City Hall, 8083 Civic Drive, Swartz Creek, Michigan, Monday-Friday, 8:30 a.m. to 4:30 p.m. A site inspection is required as part of the submission. Contact Tom Svrcek at (810) 635-4464 for further information.

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Scope of Work

1. Provide removal and disposal of existing heat tube equipment including a NEPA waste management plan.
2. Install four (4) two-stage low intensity gas fired infra-red tube heaters and accessories, such tube heaters shall meet, exceed, or be quite comparable to the HL3 Series Re-Verber-Ray radiant gas heating system.
 - a. Includes gas pipe
 - b. Includes vent and combustion air kits
 - c. Includes all electrical work
 - d. Includes removal of existing unit heaters
 - e. Includes submissions for any and all rebates
 - f. Inclusion of setback thermostats
3. Relocate or otherwise accommodate existing overhead lighting.
4. Provide details concerning any and all rebates or credits.
5. Provide eighteen month workmanship warranty.
6. Provide five year burner warranty.
7. Provide one year burner box components warranty.
8. Provide three year combustion and radiant tube warranty.
9. Provide one year preventive maintenance program.
10. Provide all necessary permits required for installation.

All bidders must complete a site visit

Grant Requirements

Because the project is funded in part by the American Recovery and Reinvestment Act, the following requirements apply. The ability to meet these requirements is paramount to the project success and will be part of the contract signed between the successful bidder and the City of Swartz Creek.

All recipients and sub-recipients must:

1. Maintain current registrations in the Central Contractor Registration (CCR) database. <http://www.ccr.gov>
2. Report quarterly on project activity status in addition to any reporting requirements that currently apply to recipients of federal funds.
3. Follow Buy American guidelines (Sec. 1605 of ARRA Act and Sec. 5.020 of this document). Most domestically assembled units qualify.*
4. Implement wage rate requirements (Sec. 1606 of ARRA Act and Sec. 5.030 of this document). Certified payrolls are required weekly.*
5. Ensure proper accounting and reporting of Recovery Act expenditures in Single Audits.
6. The completion and submission of a NEPA/Waste Management Plan prior to the generation of any waste (one or two page statement on the disposal of hazardous and non-hazardous materials; recycling is encouraged in this process).

*See "Addendum to Part II – General Provisions" (Attached). For specific information regarding applicable wage rates or the Buy American guidelines, contact Adam Zettel at the City Offices.

Additional Project Requirements

Time for Performance

All work as outlined herein must be completed by **March 14, 2011**.

Vehicle and Equipment

The bidder shall furnish his own vehicles and equipment as necessary for the performance of the duties under this bid.

Insurance

As a requirement of the bid accepted by the City of Swartz Creek, the successful bidder will be licensed and insured as appropriate. All coverage's shall be placed with insurance companies licensed and admitted to do business in the State of Michigan unless otherwise approved by the City. **Policies must be included in the bid submission and shall be reviewed by the City for completeness and limits of coverage.** All coverage's shall be with insurance carriers acceptable to the City. The Provider shall maintain the following insurance coverage's for the duration of the Agreement.

A. Commercial General Liability coverage of not less than one million dollars (\$1,000,000) per person and two million dollars (\$2,000,000) per occurrence combined single limit with the City, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, named as Additional Insured. The coverage shall be primary as to the Additional Insured's, and not contributing with any other insurance or similar protections available to the Additional Insured's, whether said other available coverage be primary, contributing or excess.

B. Workers Compensation Insurance in accordance with Michigan statutory requirements including Employer's Liability Coverage.

C. Commercial Automobile-Vehicle Insurance in the amount of not less than \$1,000,000 (one million dollars) per person and \$5,000,000 (five million dollars) per occurrence combined single limit per accident with the City, including all necessary elected and appointed officials, all employees and volunteers, named as an Additional Insured.

Rejection/Award of Bid

The City of Swartz Creek reserves the right to reject any and all bids or any portion of any bid which, in its opinion, is not in the best interest of the City, and to award the bid or bids according to City's interest.

Deviations

Any deviations from the Scope of Work or Additional Project Requirements must be brought to the attention of Tom Svrcek, Director of Public Service of the City of Swartz Creek, for approval and distribution as a bid amendment.

* * * * *

**City of Swartz Creek
Public Safety Building Tube Heating
Bid Sheet
January 25, 2011**

Cost for the project, including any and all required costs related to mobilization, demolition, component removal & disposal, parts and components (subject to the Buy American Act), labor (subject to the Davis Bacon Act), insurance, reporting, and any and all associated costs related or generated by the Bid Solicitation, Specifications, and Requirements:

\$ _____.

I certify that I have read the entire Bid Solicitation, Specifications, and Requirements, and I understand the requirements. As required for the project bid, I have completed the following:

- 1. Conducted a facility inspection
- 2. Conducted an investigation into product suitability for the Buy American provisions
- 3. Investigated and included the impact of the Davis Bacon Act requirements into the bid
- 4. Attached a copy of the required liability insurance

I also confirm that I have the ability to uphold all requirements of the project requirements, including but not limited to:

- 1. Submission of a NEPA/Waste Management Plan
- 2. Submission of certified, weekly payrolls
- 3. Attendance at a preconstruction meeting

NAME (PRINTED): _____ DATE: _____

SIGNATURE: _____ DATE: _____

ADDRESS: _____

PHONE: _____

!!!All bids must be sealed!!!



SWARTZ CREEK FIRE DEPT.

G7298 Fwnton Rd.
Grand Blanc, MI 48439

ph 810-232-1160
fx 810-232-0466

PRESENT SYSTEM COST ANALYSIS

The following is used to estimate the present cost of the customers heating system.

Degree Day Coefficient	CD=	0.75
Degree Days	DD=	5,920
Hours	HR=	24
Efficiency	E=	0.65
Heating Value	HV=	100,000
Degree Temperature Rise	DT=	68
Heat Lost	HL=	240,000

ANNUAL FUEL USAGE IN CCF	5,786
ANNUAL FUEL COST	\$5,207.46
FUEL COST IN CCF	\$0.90

INFRA-RED SYSTEM COST ANALYSIS

The following is used in estimating the cost of converting to an Infra-Red Heating System.

Degree Day Coefficient	CD=	0.75
Degree Days	DD=	5,920
Hours	HR=	24
Efficiency	Ei=	0.86
Heating Value	HVi=	100,000
Degree Temperature Rise	DT=	68
Heat Lost	HLi=	240,000

ANNUAL FUEL USAGE IN CCF	3,717
ANNUAL FUEL COST	\$3,345.49
FUEL COST IN CCF	\$0.90
ESTIMATED SAVINGS =	\$1,861.97

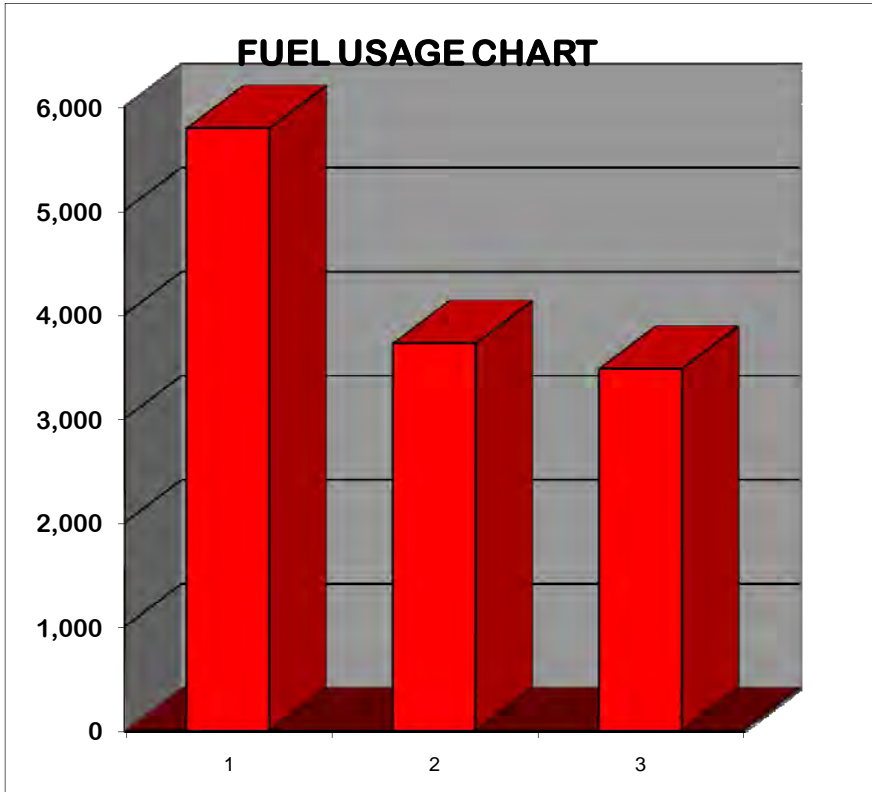
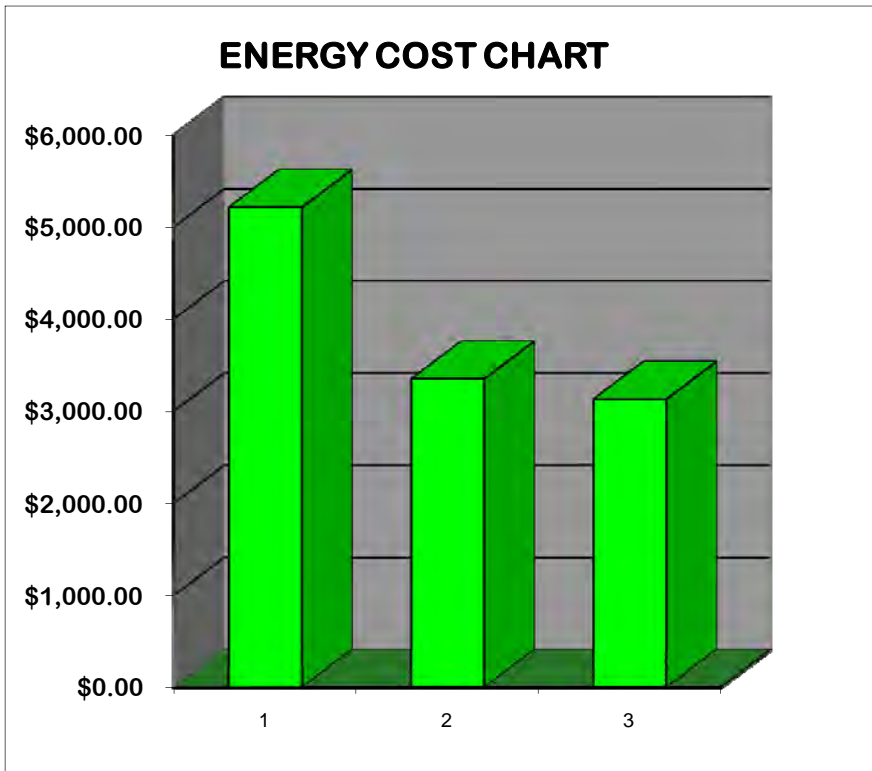
TWO STAGE INFRA-RED SYSTEM COST ANALYSIS

The following is used in estimating the cost of converting to aTwo Stage Infra-Red System

Degree Day Coefficient	CD	0.75
Degree Days	DD	5,920
Hours	HR	24
Efficiency	Ei	0.92
Heating Value	HVi	100,000
Degree Temperature Rise	DT	68
Heat Lost	HLi	240,000

ANNUAL FUEL USAGE IN CCF	3,475
ANNUAL FUEL COST	\$3,127.30
FUEL COST IN CCF	\$0.90
ESTIMATED SAVINGS =	\$2,080.15

Note: Fuel cost Analysis based on maintaining 68 degree indoor temperature, 24 hours a day from October thru March





Adam Zettel

Zoning Administrator

azettel@cityofswartzcreek.org

Date: January 17, 2011

Shelly Shinevar
EECBG Grant Administrator
Bureau of Energy Systems
Dept of Energy, Labor, & Economic Growth
611 West Ottawa Street
PO Box 30221
Lansing MI 48909-7721

Subject: Swartz Creek EECBG-MP-112

Dear Ms. Shinevar,

As you are aware, the City of Swartz Creek has completed one phase of what is tentatively a two phase EECBG project. As of September of 2010, the City expended \$40,027.12 in funds toward the approved project, \$36,934 was submitted for grant reimbursement and \$3,093.12 were in-kind contributions. This leaves a total of \$13,927 of unencumbered grant dollars and \$11,723.88 of unspent in-kind contributions.

Previously the City of Swartz Creek petitioned to create a new scope of work to spend the remaining grant funds and to seek a budget amendment to reduce the original in-kind services to \$9,206.24 (accounting for the \$3,093.12 incurred to date and a further reduction of \$5,610.76), leaving \$6,113.11 of unspent in-kind services or cash contributions in order to match the total project expenditures and receive reimbursement for all work completed. An arrangement with the DELEG has tentatively been reached along these lines.

Currently, the City is requesting an official budget amendment, with a detailed project scope, to complete the grant. Attached, you will find the latest project scope and pricing for an upgraded tube-heating system in the fire engine bays of the Public Safety Building. This system will replace an old, inefficient one that has been the source of many functional shortcomings over the years. The replacement system shall include:

Four (4) low intensity gas fired infra-red tube heaters (two stage) and accessories

EECBG Grant Amendment
Swartz Creek EECBG-MP-112
January 17, 2011

- Gas Pipes
- Vent kits and combustion air kits
- All electrical work
- Removal of existing unit heaters

This project should result in a savings of 2,311 CCF of gas each year, equating to a financial savings with today's prices of \$2,080.15 annually.

Please note that this phase II project was chosen over the alternate "alley/parking lot lighting project" because the energy and cost savings appear to be superior and the timeline for completion is more conducive to meeting the grant requirements. Also note that this amendment is contingent upon an extension that was filed recently with your office. I have included a copy of the request. We believe the timeline in the request is still appropriate, but obviously the scope of proposed work is switching from LED installation to tube heating.

If you have any questions or comments, please do not hesitate to contact me at the City Offices.

Sincerely,



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

Swartz Creek EECBG Amended Budget: January 21, 2011

Line Item	State	Applicant Match	Other Match	TOTAL
Personnel/Fringes (capped at 10%)*	\$0.00	\$4,899.08	\$0.00	\$4,899.08
Contractual Services (Public safety bldg HVAC)	\$36,934.00	\$0.00	\$0.00	\$36,934.00
Contractual Services (Public Safety Bldg Heating II)***	\$13,927.00	\$1,173.00	\$1,200.00	\$16,300.00
Consultant Administration****	\$0.00	\$1,950.00	\$0.00	\$1,950.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00
Travel (provide details)	\$0.00	\$0.00	\$0.00	\$0.00
Indirect (may not exceed 10% of direct costs) *	\$0.00	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$50,861.00	\$8,022.08	\$1,200.00	\$60,083.08

Name*	Grant Title	Hours	Rate	Fringe	Total
Tom Svrcek	Project Manager	70	\$26.88	\$12.71	\$2,771.30
Robert Kehoe**	Construction Inspector	7	\$56.79	\$0.00	\$397.53
Adam Zettel, AICP	Former Admin	45	\$25.00	\$13.45	\$1,730.25
Totals		137	\$173.67		\$4,899.08

Consultant Admin****	Contract Administrator	30	\$65.00	\$0.00	\$1,950.00
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**This position is paid a part-time salary equivalent of \$56.79/hr

***Price includes city contribution towards equipment and labor for new tube heating installation by contract. The local match includes a potential \$1,200 Consumers energy rebate for qualifying equipment.

****This position is a contracted professional retained by the city to oversee grant implementation.

*****If expenditures on contracted items are less than \$13,927, after rebates, such funds shall be reobligated to the state.



Adam Zettel

Zoning Administrator

azettel@cityofswartzcreek.org

Date: December 27, 2010

**Mr. Eric Costa,
Energy Efficiency Analyst
DELEG Bureau of Energy Systems
611 W. Ottawa, P.O Box 30221
Lansing, MI 48909**

Subject: Swartz Creek EECBG-MP-112 Extension Request

Dear Mr. Costa,

The City of Swartz Creek hereby requests a 60 day extension in order to complete the EECBG amendment as proposed.

An official amendment to the original budget is still required to spend down the remaining \$13,927 of EECBG funds and \$6,113 of local match that was proposed to complete the obligations of the City of Swartz Creek. An amendment to the work scope and budget was approved, but never finalized, in early fall after discussions with Sarena Fritch (former grant administrator) and Jan Patrick concerning the application of a second phase to the Swartz Creek project. (The first phase was completed under budget, with deficiencies in the amount of local match. As such, a new phase was developed to accommodate all needs).

The second phase of the project (parking lot/alley LED lighting) has been delayed by forthcoming estimates from the city's utility provider (Consumers Energy) for work and costs associated with conduit and meter installation for the project. Furthermore, delays have resulted and are anticipated to accrue due to the holiday season, an unforeseen turnover in temporary grant administrators, and anticipated mid-winter construction delays.

As such, the City's proposed timeline for the second phase is as follows:

January 14, 2011- Complete final scope of work (with costs)

January 21, 2011 - Finalize project and approve budget with the new grant administrator

EECBG Extension Request
Swartz Creek MP-112

January 24, 2011 - Bid project
February 7, 2011 - Award project
February 14, 2011- Commence project work
March 14, 2011 - Project is to be substantially complete
March 28, 2011 - Complete final punch list and finalize grant report

More information concerning the history and background of the Swartz Creek project and the subsequent amendment can be made available if records need to be updated. **Please contact Paul Bueche at the Swartz Creek city offices for more information or if you have any questions or concerns.** Thank you for your consideration in this matter.

Sincerely,



Adam H. Zettel, AICP
Zoning Administrator
City of Swartz Creek
azettel@cityofswartzcreek.org

Paul Bueche

From: Durgan, Chris [cdurgan@co.genesee.mi.us]
Sent: Friday, January 21, 2011 12:31 PM
To: Paul Bueche
Subject: RE: Genesee County Neighborhood Stabilization Program grant

Hi, Paul.

When we met I believe we talked about the two options for how Swartz Creek could structure their NSP participation. Either the Land Bank could act as the acquiring/holding agent for any properties purchased with NSP dollars or Swartz Creek could take on that role. The way it is structured now, if the Land Bank buys and holds the properties until resale, they will fall under the 5/50 program at the time of sale.

Christine A. Durgan, Principal Planner
Genesee County Metropolitan Planning Commission
Community Development Program
(810) 766-6549

-----Original Message-----

From: Paul Bueche [mailto:PBueche@cityofswartzcreek.org]
Sent: Thursday, January 20, 2011 6:23 PM
To: Durgan, Chris
Subject: RE: Genesee County Neighborhood Stabilization Program grant

Chris,

We received a notice from the county treasurer's office (attached) on a property they own in Winchester Village Subdivision. The history here is we entered into a contract in the early 2000's with the Land Bank for a five year TIF. They fixed the house up and rented it. The status today is the house remains rented. When the law changed that allowed the county to automatically set the property up into a 5/50 tiff, the Land bank did so, thus extending the original five year TIF, without the City's approval. The December notice now places the house into the Land Bank's Brownfield, for what I understand to be a 30 year, 100% capture TIF.

The question now becomes that if the City participates in the NSP as we discussed, what risk is there that any houses that either we, or the county remediate, will end up in either a 5/50 program or a Brownfield? Can the county guarantee that they will not? Please let me know as soon as possible as per our discussion, I would like to move on this Monday night.

Thanx.....

Paul Bueche

From: Durgan, Chris [mailto:cdurgan@co.genesee.mi.us]
Sent: Wednesday, January 05, 2011 2:31 PM
To: Paul Bueche
Subject: Genesee County Neighborhood Stabilization Program grant

Hi, Paul.

I am sending you a message to provide some info and find out the City of Swartz Creek's possible interest in receiving some assistance under the Genesee County Neighborhood Stabilization Program. This program is HUD funded and was originally setup two years ago to

assist communities that had large numbers of vacant, foreclosed housing units. We had inquired with Swartz Creek a couple of years back and, at that time, there were some concerns. The county is slated to receive an additional allocation of dollars this year and we would again like to see if you would like to explore the idea of working with us to assist the City with acquiring, rehabbing, and selling properties that are now currently vacant.

Please give me a call or e-mail me so we can meet to discuss. Thanks.

**Christine A. Durgan, Principal Planner
Genesee County Metropolitan Planning Commission
Community Development Program
(810) 766-6549**

Sale Date	Address	Sale Price
01/12/2011	5042 WINSTON DR	\$137,289.00
01/05/2011	7151 MILLER RD	\$130,005.00
01/05/2011	7551 CHURCH ST	\$52,314.00
12/22/2010	7594 MILLER RD	\$123,475.00
11/24/2010	6289 BRISTOL RD	\$53,000.00
10/27/2010	5155 OXFORD CT	\$85,677.00
10/20/2010	4124 JENNIE LN	\$55,349.00
10/13/2010	8083 MILLER RD	\$34,000.00
10/13/2010	5095 MC LAIN ST	\$40,000.00
10/06/2010	5371 SEYMOUR RD	\$144,959.00
09/29/2010	5212 WINSHALL DR	\$92,671.00
09/29/2010	7455 WADE ST	\$23,273.00
09/15/2010	8078 MAPLE ST	\$22,500.00
09/08/2010	6337 BRISTOL RD	\$120,348.00
07/14/2010	7510 ELIZABETH CT	\$0.00
05/26/2010	8481 CHESTERFIELD DR	\$176,105.00
05/19/2010	7115 YARMY DR	\$90,000.00
05/05/2010	7493 MILLER RD	\$40,500.00
04/28/2010	5213 DURWOOD DR	\$111,443.00
04/07/2010	5357 DON SHENK DR	\$99,469.00
03/24/2010	5214 DON SHENK DR	\$103,506.00
03/17/2010	7297 MILLER RD	\$89,564.00
03/03/2010	9235 JILL MARIE LN	\$112,610.00
02/10/2010	MILLER RD	\$531,316.00
02/10/2010	4301 ELMS RD	\$531,316.00
02/10/2010	4315 ELMS RD	\$531,316.00
01/20/2010	5374 GREENLEAF DR	\$116,700.00
01/20/2010	5361 SEYMOUR RD	\$128,493.00
01/13/2010	5329 OAKVIEW DR	\$107,330.00
10/21/2009	7509 MILLER RD	\$65,000.00
10/07/2009	8096 CRAPO ST	\$84,892.00

properties in foreclosure
as of 1/18/11.



Neighborhood Stabilization Program 3 (NSP3) Information Sessions

The Genesee County Metropolitan Planning Commission has developed a draft copy of the Neighborhood Stabilization Program 3 Substantial Amendment to the Annual Action Plan. This document is currently available at www.gcmpc.org for public review and comment. Public information sessions to discuss the NSP3 are being held at the scheduled dates, times, and locations below. Stop by anytime during the session to get your questions answered or to provide your comments to us. Any and all comments are encouraged.

Tuesday, February 1, 2011

10:30 a.m. to 12:00 p.m.

**A.J. LaFurgey Community Center
685 Van Buren Ave
Mt. Morris**

OR

Thursday, February 3, 2011

4:30 p.m. to 6:00 p.m.

**Grand Blanc Senior Center
12632 Pagels Drive
Grand Blanc**

For more information contact:

Ms. Anna King, Associate Planner

Genesee County Metropolitan Planning Commission

1101 Beach St. Rm. 223, Flint, MI, 48502

Telephone: 810-257-3010 Fax: 810-257-3185

E-mail: gcmpc@co.genesee.mi.us

MI Relay Center: 1-800-649-3777 or 711

An Equal Opportunity Organization



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 - State Administered CDBG
 - Section 108
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 - CDBG Insular Areas
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 - Neighborhood Stabilization
 - Colonias

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Neighborhood Stabilization Program Grants

Introduction

The Neighborhood Stabilization Program (NSP) was established for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. Through the purchase and redevelopment of foreclosed and abandoned homes and residential properties, the goal of the program is being realized. **NSP1**, a term that references the NSP funds authorized under **Division B, Title III of the Housing and Economic Recovery Act (HERA) of 2008**, provides grants to all states and selected local governments on a formula basis.

NSP2, a term that references the NSP funds authorized under the American Recovery and Reinvestment Act (the Recovery Act) of 2009, provides grants to states, local governments, nonprofits and a consortium of nonprofit entities on a competitive basis. The Recovery Act also authorized HUD to establish **NSP-TA**, a \$50 million allocation made available to national and local technical assistance providers to support NSP grantees.

NSP3, a term that references the NSP funds authorized under the Dodd-Frank Wall Street Reform and Consumer Protection Act (Dodd-Frank Act) of 2010, provides a third round of neighborhood stabilization grants to all states and select governments on a formula basis.

NSP Resource Exchange

NSP Resource Exchange is a one-stop shop for the information and resources needed by NSP grantees, subrecipients and developers to purchase, rehabilitate, and resell foreclosed properties. There are three primary components to the Resource Exchange site including:

- **Find a Resource** - a database of policy guidance, practitioner support tools and training materials developed by HUD and technical assistance providers who specialize in NSP-related activities. It can be browsed by topic, audience, or type of information.
- **Ask a Question** a feature that can be used to direct users to previously asked questions based on the user's questions. It also provides users with a question form that can be submitted electronically for those questions and answers that are not listed on the website.
- **Request TA** a mechanism by which

What's New

ATLANTA NSP PROBLEM-SOLVING CLINICS RE-SCHEDULED

The NSP Problem-Solving Clinics originally scheduled for January 11 and January 12 at the Crowne Plaza Perimeter Hotel in Atlanta have been **re-scheduled for February 8 and 9** at the same location. Due to a snowstorm in the Atlanta metro area which complicated travel throughout the region, we were unable to offer the clinics in January. We apologize for the inconvenience this has caused for those of you who planned to attend the Atlanta Clinic and hope that the alternate dates chosen are convenient.

If you have already registered for the clinic you do not need to re-register. We will assume that those who registered for Tuesday, January 11th will attend on Tuesday, February 8th; similarly, those who registered on Wednesday January 12th will now attend on Wednesday, February 9th. However, if you are unable to attend on either February 8th or 9th or if you would like to change days, please send an email to Community Connections so that we can accommodate everyone in their respective 1 on 1 appointments with NSP experts.

Community Connections Information Center

E-mail: ComCon@ComCon.org
Phone: 1-800-998-9999, option 4 (Please ask for the NSP Clinic Registrar)
Fax: 301-519-5027

Also, you will need to reserve your lodging as soon as possible. The contact information for the hotel is shown below.

Crowne Plaza Atlanta Perimeter NW

6345 Powers Ferry Road
Atlanta, Georgia 30339
Reservations: 1-800-972-2404 (toll-free)
Phone: 770-955-1700
Fax: 770-850-0444

We look forward to seeing you in Atlanta!

HUD Announces NSP3 Notice and Program Details

Helpful Tools

NSP Resource Exchange One Stop Info Shop



Quick Links

- ▶ [NSP1](#)
- ▶ [NSP2](#)
- ▶ [NSP-TA](#)

users can communicate with technical assistance providers and request support in implementing NSP activities

- ▶ [NSP2 Debriefing](#)
- ▶ [NSP3](#)
- ▶ [Contact Us](#)

The NSP Resource Exchange can also be used to learn about upcoming events related to NSP and coming soon the site will feature tool kits for designing programs and implementing activities.

Nature of Program

NSP is a component of the Community Development Block Grant (CDBG). The CDBG regulatory structure is the platform used to implement NSP and the HOME program provides a safe harbor for NSP affordability requirements.

NSP grantees develop their own programs and funding priorities. However, NSP grantees must use at least 25 percent of the funds appropriated for the purchase and redevelopment of abandoned or foreclosed homes or residential properties that will be used to house individuals or families whose incomes do not exceed 50 percent of the area median income. In addition, all activities funded by NSP must benefit low- and moderate-income persons whose income does not exceed 120 percent of area median income. Activities may not qualify under NSP using the "prevent or eliminate slums and blight" or "address urgent community development needs" objectives.

Eligible Uses

NSP funds may be used for activities which include, but are not limited to:

- Establish financing mechanisms for purchase and redevelopment of foreclosed homes and residential properties;
- Purchase and rehabilitate homes and residential properties abandoned or foreclosed;
- Establish land banks for foreclosed homes;
- Demolish blighted structures;
- Redevelop demolished or vacant properties

Homebuyer Assistance

Homebuyers **cannot** receive assistance directly from HUD. NSP funds can be used to help homebuyers purchase homes, but they must contact an NSP grantee for application details. NSP operates on a national scale, but participation requirements may differ from one state or city to another. For information on how you may purchase a home with NSP assistance please contact an NSP grantee in your area. See [NSP Grantee Contacts](#) page for details.

Contact Us

If you would like additional information on the program please use [this form](#) to contact a HUD NSP Representative.

Content current as of 19 January 2011

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[Home](#)



U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455
[Find the address of a HUD office near you](#)

Make Checks Payable to the City of Swartz Creek
8083 Civic Drive, Swartz Creek, MI 48473
Phone: (810) 635-4464 Fax: (810)635-2887

City of Swartz Creek Pavilion Request Form

Today's Date 1-4-10
Name of Responsible Party Tim McKnight (Swartz Creek Fire Dept.)
Address 8100 Civic Dr Suite B
Phone _____
Date of Reservation 7-16-2011
Nature of Activity Picnic
Number of Guests (Estimated) 75

- | | |
|--|--|
| <input checked="" type="checkbox"/> Elms Park
4125 Elms Road | <input type="checkbox"/> Winshall Park
5225 Winshall Drive |
| <input type="checkbox"/> #1 Res-\$35 Non Res-\$50
70-80 People | <input type="checkbox"/> #1 Res-\$35 Non Res-\$50
60 People |
| <input checked="" type="checkbox"/> #2 Res-\$75 Non Res-\$100
90-100 People | <input type="checkbox"/> #2 Res-\$35 Non Res-\$50
80 People |
| <input type="checkbox"/> #3 Res-\$20 Non Res-\$35
25-30 People | <input type="checkbox"/> #3 Res-\$35 Non Res-\$50
40 People |
| <input type="checkbox"/> #4 Res-\$75 Non Res-\$100
80-90 People | |

Non-Reservable: Playscapes, Restrooms, Play Equipment, Tennis Courts, Volleyball Courts, and Basketball Courts. Ball Diamonds can be requested during the week by submitting a schedule to the City Offices including dates, times, ball diamond location, and group requesting the reservation, all of which will be reviewed and scheduled administratively.

All monies must be paid within ten (10) working days after request is accepted. Only cash payments will be accepted for a rental date of five days of less. Any cancellations must be made two (2) weeks prior to event date, failure to do so will result in the loss of pavilion fee. **ABSOLUTELY NO REFUNDS DUE TO WEATHER!!!**

SIGNATURE: [Signature]

OFFICE USE ONLY

DATE OF RENTAL 7-16-11

EMPLOYEES INITIALS alk

RECEIPT # _____

PAYMENT NEEDED BY 11

PARK RULES

- Reservation holder must be present at all times and is responsible for all guests and clean up.
- No alcoholic beverages permitted.
- No open fires (BBQ for food preparation ONLY)
- Pets must be leashed and their waste disposed of properly.
- No pets are allowed in the playscapes or playground equipment.
- *including lawn plantings*
- *g, etc.*
- *if or public meet-*
- *ness approved by*
- *orks, or firearms/*
- *n the playscapes,*
- *Park hours are from 6:00 am until 6:00 pm.*
- **NO CAMPING!**
- **Have fun with friends and family.**

waiting for letter for Council to waive fee

If there are problems at the park, contact the Swartz Creek City Police at (810) 635-4401 or 911.

Reservation has been made through the City Offices for the following park pavilion:

Elms Park or **Winshall Park**
4125 Elms Road 5225 Winshall Drive

Pavilion # 2 Pavilion # _____

On this Date: 7-16-11

Permit Holder: Tim McKnight

Authorizing Signature: _____

PROOF OF RESERVATION 65



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

11-January-2011

Mr. STEVEN T. MIKULA, PE
C/O Marathon Petroleum Company LLC
539 South Main Street
Findlay, Ohio 45840

Re: **Former Marathon Site #1937**
7026 Miller Road
Swartz Creek, Michigan 48473

Dear **Mr. MIKULA,**

In the event you are unaware, ownership title for the referenced site has transferred to the City, via due process tax foreclosure. The City's objective is to remediate blight and structure abandonment by either the demolition or re-development of the site. As you may recall, we met on August 11, 2010 with Inland Seas (environmental monitoring contractor for Marathon) to explore issues related to environmental contamination as well as blight remediation. At the time, your indication was that Marathon Oil may be able to assist with such concerns, either financially or otherwise.

The purpose of this correspondence is to make an official request for financial assistance in meeting the City's objectives. As I recall, the conversation in August centered on the underground storage tanks, which to my understanding, are replacement tanks and are still present and leaking. As the City endeavors to market this property, our thoughts are to do so after removal of the UST's and with stipulation that the site will not sell fuel. I ask that you contact me at your earliest convenience to discuss the matter. I can be reached at (810)-635-4464

In advance, your time and attention is greatly appreciated.

Sincerely,

PAUL BUECHE
City Manager
(810)-635-4464



AE	<p>Applied EcoSystems-Great Lakes, Inc. An Affiliate of Keystone Environmental, Inc. Environmental Management, Consulting, and Field Services G-4300 South Saginaw Street, Burton, Michigan 48529 Phone: (810) 715-2525 FAX: (810) 715-2526</p>
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FACSIMILE COVER PAGE

To: <u>Mr. Paul Beuche, City Manager</u>	From: <u>Lisa Stachura</u>
Company: <u>City of Swartz Creek</u>	Re: <u>Former Marathon Gas Station</u>
Fax #: <u>810-635-2887</u>	No of Pages: <u>2</u>
Phone #: <u>810-635-4464</u>	Date: <u>January 17, 2011</u>

Dear Mr. Beuche:

Attached, please find a letter from Mr. Michael Smith, regarding the Former Marathon Gas Station – Miller and Elms.

If you have any questions, please contact us at (810) 715-2525.

Thank you,



Lisa Stachura
Office Manager

If you do not receive this document in its entirety, please call (810) 715-2525. Thank you.

CONFIDENTIALITY NOTICE

THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED AND MAY CONTAIN INFORMATION THAT IS PRIVILEGED, CONFIDENTIAL, AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, OR THE EMPLOYEE OR AGENT RESPONSIBLE FOR DELIVERING THE MESSAGE SOLELY TO THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY BY TELEPHONE AND RETURN THE ORIGINAL MESSAGE TO US AT THE ABOVE ADDRESS VIA THE US POSTAL SERVICE.



Applied EcoSystems-Great Lakes, Inc.

Environmental Management, Consulting and Field Services

- An Affiliate of Keystone Environmental, Inc. -

January 17, 2011

Mr. Paul Beuche, City Manager
8083 Civic Drive
Swartz Creek, Michigan 48473-1498

Subject: Former Marathon Gas Station – Miller and Elms

Dear Mr. Beuche:

Applied EcoSystems – Great Lakes, Inc. (AE) is a full service environmental consulting company located in Burton. We have conducted the environmental investigations to support development and redevelopment of numerous sites in Swartz Creek and the surrounding area over the past 16 years. I recently read the article in the Flint Journal about the tax foreclosure on the former Marathon Station.

We would appreciate the opportunity to provide proposals for the environmental work on this site. Our relevant capabilities include Phase I Environmental Site Assessments, subsurface sampling, and Baseline Environmental Assessment reporting to provide environmental liability protection for existing contamination. We also conduct storage tank removals, asbestos and other hazardous materials surveys for building demolition requirements.

Thank you for your consideration. If you would like to discuss this matter further, please contact me at (810) 715-2525. We have some knowledge of this site and would also be pleased to provide preliminary consultation to interested parties at no cost.

Best regards,
Applied EcoSystems-Great Lakes, Inc.

Michael Smith
MDS:ls

Paul Bueche

From: Mike S [ae_mds@yahoo.com]
Sent: Tuesday, January 18, 2011 11:31 AM
To: Paul Bueche
Subject: Marathon Station - Miller and Elms

Dear Mr. Beuche:

You may recall last year that we discussed the old Marathon station at Miller/Elms. I saw the article in the Flint Journal last Sunday regarding the site reverting to the City for back taxes, and the City's hope to compel Marathon to remove the tank system. I sent you a letter yesterday, offering our input into the environmental matters at the site in order to help the City and possible purchasers to understand the necessary environmental steps to return the site to a productive use.

This morning, I was thinking about the possible availability of State brownfield grants and loans, especially if Marathon refuses to pay for the tank removals. While grant monies are few and far between, I recently discussed with the MDNRE the availability of loans for such projects, and I was informed that the MDNRE still has plenty of loan money available.

Generally, the way the program works, is the City would apply for and receive the grant for activities such as tank removal, cleanup of gross contamination, and possibly demolition of the building. Once the property was redeveloped and the property taxes increase, the City can then capture the increased state and school taxes and use those funds to repay the loan. Once the loan is repaid, the City will have the option of continuing to capture those increased taxes for a number of years and use the revenue to fund other local brownfield projects.

I have been hoping to find a project in Genesee County much like this one, where we can assist a local unit of government in obtaining the grant. We would be willing to provide most - if not all - efforts necessary to complete the environmental portion of the grant application at no cost to the City, simply for exposure to this specific grant process and, of course, the opportunity to have potential investors consider us for their own needs.

I look forward to hear from you if you believe that there is anything we can do to help the City manage this site. Thank you for your consideration.

Sincerely,

Mike Smith
Senior Project Manager, Certified Underground Storage Tank Professional #1075.

Applied EcoSystems - Great Lakes, Inc.
G-4300 South Saginaw Street
Burton, Michigan 48529

(810) 715-2525

Paul Bueche

From: Heather MacDermaid

Sent: Tuesday, January 18, 2011 10:40 AM

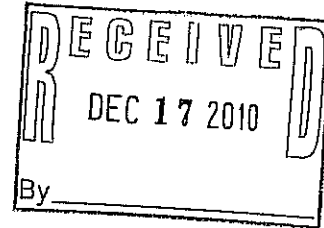
To: Amy Nichols; Connie Eskew; Deanna Korth; Juanita Aguilar; Mary Jo Clark; Paul Bueche; Sue Arvoy; Thomas Svrcek

Subject: Board of Review

The March Board of Review is scheduled for the following dates & times:

Organizational meeting - Tuesday March 8 @ 4:00 pm

Public meetings - Monday March 21, 9-noon & 6-9 pm
 Tuesday March 22, 9-noon
 Wednesday March 23, 1-4 pm



December 17, 2010

Local Treasurer/Assessor

To Whom It May Concern:

P.A. 260 of 2003 provides that a Land Bank Fast Track Authority shall provide to the assessor a list of all property sold or otherwise conveyed by the Land Bank Fast Track Authority in that calendar year. P.A. 260 of 2003 provides that this list must be provided no later than December 31 of each year.

Attached please find a list of properties in your area sold by the Genesee County Land Bank Authority in 2010. The list designates whether it qualifies for Eligible Tax Reverted Property Specific Tax (5/50) and those properties that are included in the Genesee County Brownfield Plan.

In order to update our records, we are asking that you return a copy of the attached list and indicate the new assessed value that will be used for each property. Your cooperation in this matter is greatly appreciated.

Should you have any questions concerning the enclosed list, please contact us at 810.257.3088.



All Land Bank Properties Sold up to December 31 2010 - BY LOCAL UNIT
CITY OF SWARTZ CREEK

Parcel ID	ADDRESS	DIR	STREET	CITY/ST/ZIP	MOST RECENT YEAR FORECLOSED	SOLD AMT	DATE SOLD	5/50 OR BROWNFIELD	LAND CONTRACT	LAND CONTRACT PAID OFF DATE
5803533175	5307		DURWOOD DR	SWARTZ CRK MI 48473		\$ 100.00	2/23/2010	BROWNFIELD		

FOR IMMEDIATE RELEASE

Local Volunteers and Agencies to Conduct Homeless Count on January 26, 2011

Flint, Michigan – January 5, 2011 – Beginning Wednesday, January 26, local volunteers will take to the streets for the annual Homeless Point in Time Count of Flint and Genesee County. This year's count is especially interested in the plight of homeless veterans, a top priority for the US Department of Housing and Urban Development (HUD) and the Veteran's Administration for 2011.

This year's count takes place over a three-day period in locations throughout both Flint and Genesee County. On the night of January 26th, shelter staff will count those staying at emergency shelters in the area. That same evening, volunteers will be available from 6-9 p.m. at 32 locations throughout the county, so those staying in places unfit for human habitation (abandoned buildings, vehicles, even houses without utilities) can be counted. On Thursday the 27th and Friday the 28th, volunteers will go to various local sites to count homeless individuals receiving community services. Organizers will then use computer-based unduplication techniques to identify individuals who have been counted more than once.

The information collected from the count is used each year to help apply for funding from the US Department of Housing and Urban Development (HUD), an application process that brings in millions of dollars annually for homeless programs in Genesee County. The Point in Time Count is coordinated by the Genesee County Continuum of Care, a collaborative group of agencies working together to end homelessness locally.

For more information, or to volunteer for the count, please contact Gerry Leslie at Metro Community Development.

Contact:

Gerry Leslie
Metro Community Development
gleslie@flint.org
503 S. Saginaw St. Ste. 504
Flint MI 48502
Ph: 810.767.4622 ext. 30

###

BE COUNTED!

2011 HOMELESS COUNT OF FLINT/GENESEE COUNTY
IS WEDNESDAY, JANUARY 26, 2011

West Genesee County Sites:

Mundy Twp. Offices

3478 Mundy Ave. (Swartz Creek)

Clayton Twp. Hall

2011 S. Morrish Rd. (Swartz Creek)

Community Hope CoG

123 N. Beech (Flushing)

Flint Twp Offices

1490 Dye Rd. (Flint)

Swartz Creek City Offices

8083 Civic Dr. (Swartz Creek)

Flushing Twp. Offices

6524 N. Seymour Rd. (Flushing)

Lennon Village Hall

11904 E. Lennon Rd. (Lennon)

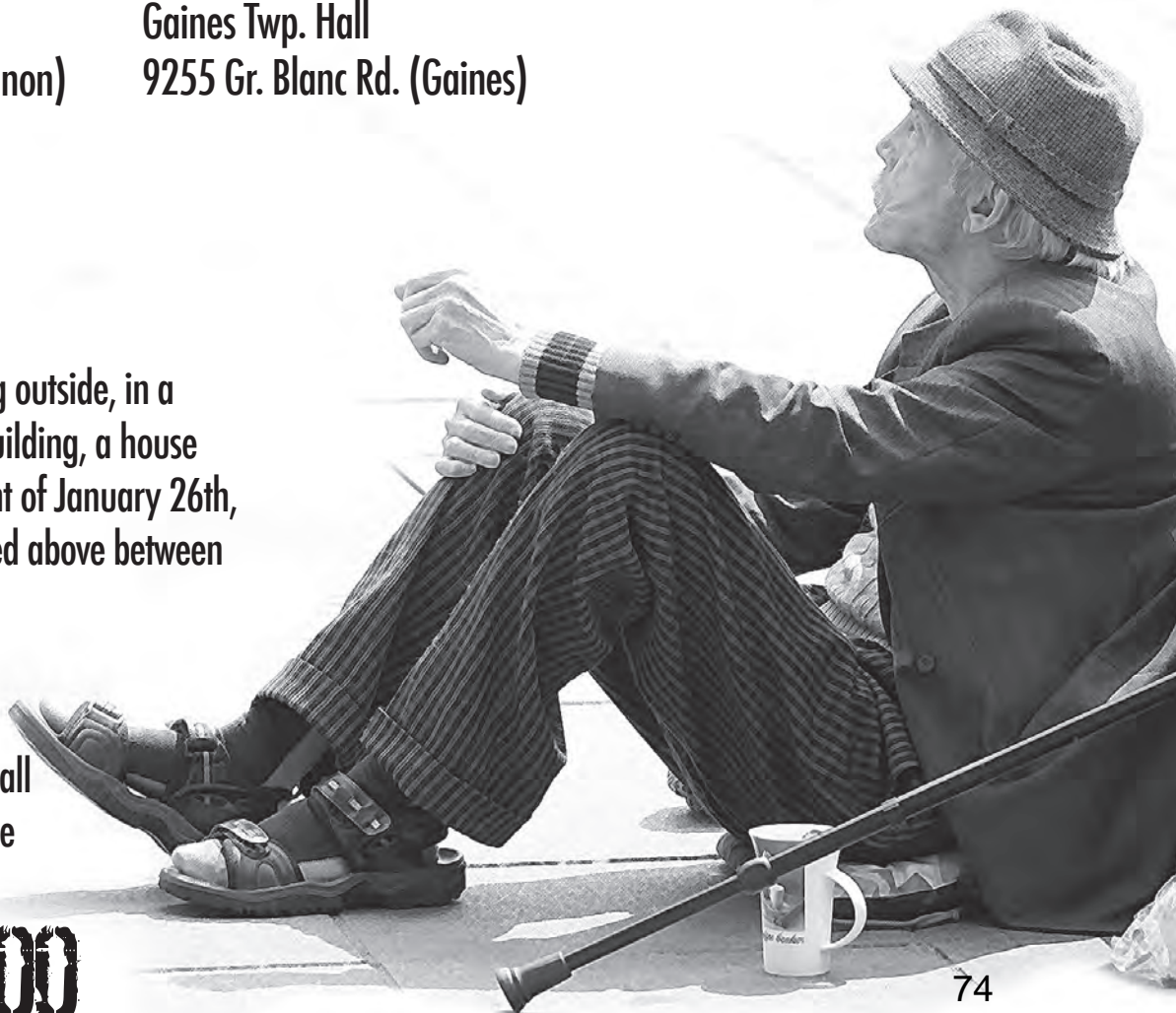
Gaines Twp. Hall

9255 Gr. Blanc Rd. (Gaines)

If you are homeless (staying outside, in a vehicle, in an abandoned building, a house without utilities) on the night of January 26th, come to one of the sites listed above between 6-9 pm to be counted!

or to be counted by phone, call the Resource Genesee Hotline from 9 am -5 pm at:

810.767.0500





Danis Russell
Chief Executive Officer

Have - 2
Council Packet ?
Disc

January 7, 2011

Dear Community Partner:

Genesee County Community Mental Health (GCCMH) has implemented a Crisis Intervention & Recovery Team (CIRT). The service is provided via a contract with Common Ground-Genesee. Common Ground's CIRT will serve residents of Genesee County (both current consumers and those seeking services for the first time) in need of immediate assistance in defusing mental health, substance abuse, and/or family crises.

GCCMH is committed to supporting consumers moving along in their recovery journey. The purpose of CIRT is to mitigate crisis, prevent hospitalization, and link individuals to the safest services and supports available that can assist recovery. We envision CIRT as a safety bridge available face-to-face, 24 hours a day, 7 days a week, offering our most vulnerable consumers immediate help, natural and peer support options, linkage to safe environments, and hope for greater independence and recovery. CIRT will work closely with the Vista Drop-in Center and the PSR Clubhouse to help support consumers who are successfully working on their recovery and living in a state of wellness. CIRT will also link to 12-step, faith-based, and other self-help groups as desired.

Community agencies and referral sources can access CIRT directly via a private access phone number (see attachment); individuals needing help will simply call the same 24/7 Crisis Line as before. All individuals served by CIRT will have the opportunity to develop at least a Crisis Intervention Plan and/or be referred to services as desired following a screening by the GCCMH Access Center or IARC (if required by GCCMH procedures). Consumers already engaged with a provider will be assessed for potential risk and helped to reconnect with their clinician/physician.

The attached announcement includes contact information and instructions for accessing Common Ground-Genesee's CIRT and the GCCMH Crisis Line. If you have questions in advance of utilizing CIRT, please call Dr. Lauren Tompkins, Director of Quality and Utilization Management (ltompkins@gencmh.org) at (810) 496-5730 during regular business hours. We can also arrange to come to your organization's leadership or staff meeting to assist in getting the word out. Please distribute this email (as well as a paper mailing you may receive) as widely as desired.

Kind regards,

Tisha Deeghan, LMSW, ACSW, LMFT, MHSA
Senior Vice President/Chief Operating Officer

Attachment



Provider and Community Service Agencies Informational Update



Contact: Danis Russell, CEO Phone 810-257-3707

January 5, 2011

Genesee County Community Mental Health - Announcing changes and enhancements to the community crisis safety net

GCCMH has expanded the crisis supports available to Genesee County residents through the recent implementation of a mobile, face-to-face Crisis Intervention and Recovery Team (CIRT) provided by Common Ground of Genesee County. The CIRT serves residents of Genesee County in need of immediate assistance in defusing mental health, substance abuse, and/or family crises and accessing medically necessary services and supports. The purpose of CIRT is to mitigate crisis, prevent hospitalization and link individuals to the safest services and supports available that can assist in recovery.

Crisis Access Points

As always, anyone may directly access immediate crisis phone support by calling the Genesee County Community Mental Health Crisis Line, 24 hours per day, 7 days per week, at (810) 257-3740 and toll free at (877) 346-3648. Anyone can call anytime. This does not represent a change.

NEW: Genesee County community providers, agencies, and safety net partners may access crisis supports on behalf of their consumers by contacting the GCCMH **Crisis Intervention and Recovery Team (CIRT)**, for face-to-face, 24 hour, 7 day per week crisis support, at (810) 496-4935. No authorization is needed. This phone number is for the use of community agencies only. Please: This contact information should *not* be given to consumers or individuals seeking services.

Routine requests for services continue to be handled in the same way as before. For mental health services, people call (810) 257-3742 [TTY (810) 232-6310; toll-free (877) 346-3648] or walk into the Access Center at 420 W Fifth Ave. For substance abuse services, people call (810) 235-9555 [TTY (810) 235-9555; toll-free (877) 301-9555] or walk into IARC at 1402 W. Court St.

Please direct questions specifically about CIRT to Dr. Lauren Tompkins, Director of Quality and Utilization Management at (810) 496-5730. As always, any concerns or complaints about the care of consumers should be directed to GCCMH Customer Services at (810) 257-3705.

Genesee County CMH provides services and supports to Genesee County residents who are adults and children with developmental disabilities, adults with serious mental illness, children with serious emotional disturbance and for adults and children with substance use disorders. For more information call Customer Services at (810) 257-3705.

Let's make one thing
Perfectly Clear.
our water
Genesee County Community Water Quality Consortium

I did not set this for any discussion.
Please ask if anyone needs additional
explanations

January 2011

NPDES Phase II Newsletter

Protecting and improving the watersheds
within and around Genesee County

Update on the Lawsuit

2008 permit: within 60 days of the 08' permit being issued, there were over 70 challenges filed against it. Before it can go to a court of Law it must go through the State Executive Branch. The case was assigned an Administrative Law Judge (ALJ), who holds a court-like proceeding called a Contested Case Hearing (CCH). Contesting parties were requested to select a representative plaintive and refine the issues to be contested. The CCH was halted by order of Circuit Court until the resolution of a related lawsuit (Adair vs. Board of Education).

Meanwhile since the ALJ cannot deal with Constitutional issues nor invalidate Rules, the City of Riverview filed a Class Action Complaint in May of 09' alleging violations of existing State law including Headley. The Court ruled to certify the case as a Class Action. Eight Communities joined suit and all other Phase II permittees were members of the "Class" unless they opted out. Letters were sent to all Phase II permittees in Feb 2010.

July 2010, the Adair vs. Board of Education lawsuit was resolved. This suit directly addressed the Headley Amendment. The Court's ruling supports the communities claims in regards to the CCH and the Class Action Lawsuit.

The MDNRE withdrew (not revoked) their 2008 permit in an attempt to dismiss the CCH. The ALJ has ordered a formal motion and briefs from both parties. Currently both cases are still pending.

All Phase II Communities received a letter from the MDNRE in December 2010, notifying them that the 2008 permit has been withdrawn. How does this impact Phase II permittees?

What we know; The MDEQ (Switched back from the MDNRE) had a meeting on December 20, 2010 to discuss the following items:

- The 2008 permit has been withdrawn.
- Permittees that did not contest the 2008 permit will revert to the 2003 permit.
 - Due dates have reverted to 2003 permit.
- The 2008 SWPPI that was submitted is valid.
 - Permittees can request in writing to modify their 2008 SWPPI if there is something in it that they feel will be difficult for them to complete.
- MDEQ is targeting 1 to 1.5 yrs before a new permit will be issued.
 - They are assembling a state-wide advisory committee. (volunteers are welcome)
 - That is if the new EPA rules are not due to be issued at the same time.
- They are considering all options.
 - Including just having a jurisdictional permit that expires and renewed on a five-year rotating basis.
- The MDEQ will continue with community/permittee audits as planned.

Subsequently Sue Kubic from the Drain Office had spoken to Stephanie Kammer from the MDEQ. As of January 11th Stephanie sent the Following e-mail:
Well, after meeting last week internally, I think it would be best for us to hold off discussing this issue for the time being. DEQ will be sending out a letter to all MS4 permittees detailing compliance issues and how to proceed under the 2003 permit. We expect that letter to go out by the end of the month. After you receive that letter, we can set up a time to discuss any additional or specific questions you may have moving forward with implementation under the old permit.

Regardless of what the state decides there are some upcoming requirements that have to be submitted:

- First Progress Report (previously annual report) June 1, 2011
- Storm Sewer System Map. June 1, 2011
- Storm Sewer Ordinance

A Look Back....

A lot of work was done in 2010. Here is a synopsis of some of that work.

A Good Housekeeping Training was developed for employees and contractors of Phase II communities. The workshop was held 3-times last year (April 8th, May 6th and November 4th). The last training was recorded so we can develop a training video.

Under the 2008 permit the State required communities / agencies that have facilities (maintenance yards, fueling tanks, onsite fleet maintenance, etc.) to have a Storm Water Pollution Prevention Plan (SWPPP) and a State licensed storm water operator. At the April 8th training we also hosted the MDEQ industrial training for those communities that wanted to have employee(s) trained as storm water operator(s).

The **Best Management Practices Subcommittee** finished the Storm Water Ordinance and BMP manual. Both documents were sent to Stephanie Kammer for review. The Drain Office staff and volunteer members of the BMP committee went to Lansing to meet with MDEQ staff to resolve the remaining issues. Currently we do not have anything from MDEQ in writing that the Ordinance and Manual are acceptable. Due to requirements in the 2008 permit being withdrawn we are currently waiting for the February letter from the State to see if or how it will affect the ordinance requirements. No matter what the State determines our SWPPI(s) require a Storm Water Ordinance.

The **Monitoring and Mapping Subcommittee** is overseeing the development of the annual / progress reports and the dry weather testing for the Illicit Discharge Elimination Program (IDEP)

The **Public Education Subcommittee** set the budget and approved the various education efforts that went on throughout the year. Some of which are:

- Over 8000 students received watershed education through an interactive model called an enviroscape.
- Hundreds of Students participated in Project GREEN through 44 teachers that take students out to local watercourses where they do chemical testing on the Flint and Shiawassee River Tributaries. Not only do they learn about water but they come together at a Symposium in May to present and discuss their results.
- Almost 1000 residents got some watershed education at the Our Water information table at the County Fair.
- There were 4 Creek walks and 6 canoe events on the Flint River or it's tributaries this year. Getting people on or in the water and caring about it. I have heard many people tell me that they did not realize that the Flint River was this nice. Also within the last year because of increased demand there are now 2 canoe liveries on the Flint River, up from 0.
- Developed a Septic System Booklet for new homeowners.

Alphabet Soup... What do those letters Mean?

SWPPP: Storm Water Pollution Prevention Plan: A plan outlining what kind of facilities you have, what materials, chemicals, processes you have on site. How they are protected from contaminating surface water and how would your facility respond if the surface water is contaminated.

SWPPI: Storm Water Pollution Prevention Initiative. This is the enforceable document that each permittee prepares that outlines how they are going to comply with the NPDES Phase II Permit.

COC: Certificate of Coverage. Letter from State allowing the permittee to discharge storm water from the outfalls they own and maintain. This letter has due dates for permit requirements.

NPDES: National Pollution Discharge Elimination System. Federal mandate requiring Governmental Agencies to acquire a permit to discharge storm water. Currently only communities / agencies with a minimum population or population density are required to have a permit.



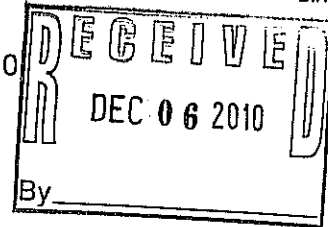
JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES & ENVIRONMENT
LANSING



REBECCA A. HUMPHRIES
DIRECTOR

November 30, 2010



City of Swartz Creek
8083 Civic Drive
Swartz Creek MI 48473

Dear Permittee:

SUBJECT: National Pollutant Discharge Elimination System (NPDES)
Municipal Separate Storm Sewer System (MS4) General Jurisdictional
Permit No. MIS049000 and General Watershed Permit No. MIG610000

On May 22, 2008, the Department of Natural Resources and Environment (DNRE) issued MS4 General Jurisdictional Permit No. MIS049000 and MS4 General Watershed Permit No. MIG610000. Since these permits are the subject of a contested case hearing, there was never a final agency decision made by the DNRE regarding the permits. Thus, the DNRE has elected to withdraw these permits to resolve the contested case. The City of Swartz Creek's Certificate of Coverage No. MIG610086 issued under the MS4 General Watershed Permit No. MIG610000 is rendered void. Enclosed is a copy of the withdrawal statement for MS4 General Watershed Permit No. MIG610000.

The City of Swartz Creek filed a timely application with the DNRE to continue the authorization to discharge storm water from its MS4 to surface waters. Based on this timely application, your authorization to discharge storm water from your MS4 to surface waters of the state remains in effect.

The DNRE is hosting an informational session to discuss this action and future MS4 permits on December 20, 2010, from 1:00 p.m. to 4:00 p.m. in the G. Mennen Williams Building (photo identification required to enter building), 525 West Ottawa Street, Lansing, Michigan 48933.

If you have any further questions regarding this matter, please contact Mr. Michael Bray, Permits Section, Water Resources Division, at 517- 241-1341; or by email at BrayM@michigan.gov; or DNRE, P.O. Box 30458, Lansing, Michigan 48909-7958.

Sincerely,

William Creal, Chief
Water Resources Division
517-335-4176

Enclosure

cc: Mr. Michael Bray, DNRE
Ms. Mary Vanderlaan, DNRE

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT

IN THE MATTER OF

NPDES PERMIT NO. MIG610000

National Pollutant Discharge Elimination System (NPDES)
Municipal Separate Storm Sewer System (MS4)
Watershed General Permit No. MIG610000

WITHDRAWAL OF PROPOSED NPDES MS4 GENERAL WATERSHED PERMIT

To Whom It May Concern:

On May 22, 2008, the Department of Natural Resources and Environment (DNRE) issued MS4 General Watershed Permit No. MIG610000. The permit is the subject of this contested case, which included approximately 70 municipalities seeking the withdrawal of the MS4 General Watershed Permit No. MIG610000. As a result of the contested case, there was no final agency decision rendered with respect to MS4 General Watershed Permit No. MIG610000. The DNRE has elected to withdraw the MS4 General Watershed Permit No. MIG610000 to resolve the contested case.

MS4 General Watershed Permit No. MIG610000 issued on May 22, 2008, is hereby withdrawn effective on the date below.

11-30-10

Date

Daniel Dell

Daniel Dell, Chief

Permits Section

Water Resources Division

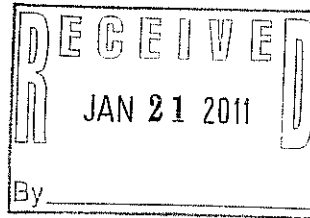


Office of Genesee County Sheriff

Emergency Management/Homeland Security

Captain Terence Green
Lieutenant Michael Chatterson

Jenifier Boyer, P.E.M.
Emergency Management Manager
(810) 257-3064
(810) 237-6169 (fax)



Robert J. Pickell - Sheriff
James Gage - Undersheriff

1002 S. Saginaw, Flint, MI 48502
(810) 257-3407
(810) 257-3077 (fax)

To: All Municipalities

From: Jenifier Boyer, Emergency Management Manager
Office of Genesee County Sheriff *JMB*

Date: January 19, 2011

Re: Genesee County Siren Upgrade Homeland Security Grant Project

Due to the upcoming new FCC VHF/UHF Narrowbanding requirements, all emergency warning sirens within Genesee County will require modification prior to the January 1, 2013 deadline. The cost per unit to meet these requirements will depend upon the model number and age of each individual siren. A cost estimate of \$1,700 per unit is currently being used for planning purposes. The Office of Genesee County Sheriff - Emergency Management Division along with Genesee County Fire Chiefs Association have submitted a request for Homeland Security Grant Funding to help offset the costs of the modifications.

Please make note that the sirens within Genesee County are the responsibility of the local municipality to keep them maintained and in good working order. It is the local municipality's responsibility to keep its residents and community safe. The current siren system is used across the county to warn residents of potential emergencies and severe weather. This is a system that residents have become familiar with and dependent on for receiving this information.

If your local municipality is interested in taking part of the Genesee County Siren Upgrade Homeland Security Grant Project you will need to do the following.

1. Currently have or in the process of having a signed subgrant agreement between Genesee County and you local municipality.
2. Send a letter with your interest and intent of participating in the grant project to the Office of Genesee County Sheriff – Emergency Management Division. In the letter please include the following:
 - siren location, type, name, model # that is capable of upgrade
 - prioritize your sirens for funding consideration
 - submit prior to application deadline of February 18th, 2011

Please keep in mind, there is currently not enough funding to do all 83 sirens with in Genesee County at this time. Also, there are a handful of sirens out there that can not be upgraded and will need to be replaced and this grant project does not allow for replacement.

For your convenience, I have attached a list of the current sirens with in Genesee County that the county has been able to identify. Please review those sirens with in your jurisdiction and let me know of any corrections that need to be made.

I look forward to working with you in keeping Genesee County informed and safe during emergencies.

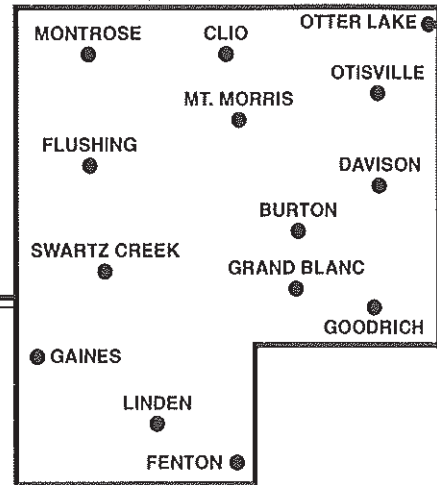
SIRENS IN GENESEE COUNTY BY MUNICIPALITY LOCATION

Municipality	Model	Address	Location Description	Lat	Lon
Argentine Twp	Federal 2001	7575 Glen Hatt Dr	Intersection of Glenn Hatt Dr and Silver	43.00589170	-83.66430057
Atlas Twp	Federal 2001	9553 Hegel Road	north side of road, across from 9542 heg	43.06867217	-83.66771348
Burton	Federal STH-10	4515 Davison Road	Station #3 Davison/Genesee	43.05048792	-83.66540168
Burton	Federal 5	1320 Belsay Road	Station #2 Lapeer/Belsay	43.01000661	-83.64497996
Burton	Federal 5 (curved)	2029 Bristol Road	Station #1 Saginaw & Bristol	42.98732811	-83.66096814
Clayton Twp	Federal 2001	4074 S Duffield Road	Across Street	43.03036390	-83.51902936
Clayton Twp	Federal 2001	1494 S Seymour Road	1494 S Seymour Road	43.01025081	-83.59562585
Clio	Federal STL-10	109 Center Street	on roof of firehouse	43.02796931	-83.67023006
Clio	Federal STH-10	4014 E Vienna Road	4014 E Vienna Road	43.01792447	-83.70298893
Davison	Federal 3T22	109 N State Street	In back of restaurant lot, closer to N	42.99664303	-83.72899592
Fenton	Federal 2001	515 Ellen Street	Ellen Street & Ann St	43.02305961	-83.72735684
Fenton	Federal 2001	1376 N Leroy	Dauner Road east of Leroy	42.95982931	-83.83431053
Fenton	Federal 2001	3245 Owen Road	Owen Road, west of Donaldson Drive	42.95081515	-83.85204954
Fenton	Federal 2001	3103 Silver Lake Road	Silver Lake and Silver Lake Parkway	42.96860286	-83.81104542
Fenton	Federal 2001	1161 State Road	Front of State Road Elementary School	43.17784719	-83.83389799
Fenton Twp	Federal 2001	5120 Owen Road	at firestation	43.17813211	-83.64000914
Fenton Twp	unknown STH-10?	2191 Bowles Street	at firestation	43.10575673	-83.61822538
Flint City	Federal 2001	1806 Webster	at the Trailer Park entrance	43.17798434	-83.88896426
Flint City	Federal 2000	4015 Franklin	4015 Franklin and Richfield	42.79531335	-83.69812417
Flint City	Federal 2001	3431 Lapeer (Scott Elem)	3431 Lapeer (Scott Elementary)	42.81263669	-83.70621080
Flint City	Federal 2001	4001 Ogemaw (Freeman Elem)	4001 Ogemaw (Freeman Elementary)	42.78959503	-83.73611684
Flint City	Federal 2001	1900 Kearsley Park Blvd	Across street	42.80434626	-83.73208423
Flint City	Federal 2001	627 Begole	near Patrick and 3rd Ave intersection	42.78505450	-83.71342970
Flint City	Federal 2001	3117 Chicago Blvd	in island at Chicago and Larchmont	42.91208120	-83.85892441
Flint City	Federal 2001	2709 Crestbrook	2709 Crestbrook	43.02891946	-83.74627229
Flint City	Federal 2001	6025 Dupont St	6227 Dupont St (Gundry School)	43.02400080	-83.77297035
Flint City	Federal 2001	4900 N Saginaw	South of lot on Philadelphia Street	43.01624931	-83.79522284
Flint City	Federal 2001	700 E. Baker	700 E. Baker and Saginaw	43.00012438	-83.78280362
Flint City	Federal STH-10	1401 East Court Street	on roof of Praugh College Center Buildin	42.96829130	-83.78159759
Flint City	Federal 2001	307 E Court	Diagonally across intersection court and	43.03823211	-83.79863660
Flint City	Federal 2001	1674 Lincoln Ave		42.97571543	-83.73775475
Flint City	Federal 2001	5201 N SAGINAW ST	South of 5201 N SAGINAW ST	42.79855385	-83.82504839
Flint City	Federal 2001	3201 Forest Hill	Across street from school	43.17174226	-83.86324896
Flint City	Federal Thunderbolt	1950 Burr Blvd	Stewart Elementary, on Pingree Stree sid	42.94645522	-83.85662020
Flint City	Federal Thunderbolt	3201 Fenton Road	Neubert and Fenton intersection (Cody El	43.14773471	-83.84000313
Flint Twp	Federal 2001	3421 Flushing Road	in ROW south side of road	42.96885084	-83.90941155
Flint Twp	Federal 2001	1296 Linden Road	1296 Linden Road	43.05131103	-83.60774380
Flint Twp	Federal 2001	6057 Calkins	Northwest of lot near intersection	43.08856265	-83.69530068
Flint Twp	Federal 2001	2070 S. Dye Road		42.85583424	-83.71614710
Flint Twp	Federal 2001	5277 Exchange Drive	in ROW	42.81439201	-83.78125423
Flint Twp	Federal 2001	6321 River Road		42.97477209	-83.67148886

SIRENS IN GENESSEE COUNTY BY MUNICIPALITY LOCATION

Municipality	Model	Address	Location Description	Lat	Lon
Flint Twp	Federal 2001	3180 West Bristol Road	90 feet southeast of parcel	43.14795184	-83.87854301
Flint Twp	Federal 2001	1456 W. Bristol Road	1456 W. Bristol Road	42.87343597	-83.91100166
Flint Twp	Federal 2001	4402 Lennon Road	4402 Lennon Road	43.06427709	-83.75268033
Flint Twp	Federal 2001	6122 Lennon Road	6122 Lennon Road	43.11803700	-83.69485765
Flint Twp	Federal 2001	1520 Graham Road	Northeast of lot	43.01999461	-83.67227791
Flushing	Federal Thunderbolt	525 Coutant St Central Elem	525 Coutant St Central Elementary	43.08639559	-83.73925171
Forest Twp	old (1950s)	212 Center Street		42.88790058	-83.59949323
Gaines Twp	Federal 2001	9255 Grand Bland Road	9255 Grand Bland Road	42.94511142	-83.63254151
Gaines Village	Federal 2001	208 Walnut Street	309 Walnut Street	42.93265106	-83.59759640
Genesee Twp	Federal STH-10	7005 N. Genesee Road	At pump station west of Genesee Road nea	42.90476383	-83.64605604
Genesee Twp	Federal 3T22	3128 Alcott Street	Northeast corner of parcel, fire station	42.88618646	-83.68027638
Grand Blanc	Federal Thunderbolt	117 High Street	117 High Street	42.78964704	-83.77035060
Grand Blanc Twp	Federal 2001	9516 Saginaw Road	Saginaw Road & Baldwin Road	42.92625764	-83.62973964
Grand Blanc Twp	Federal 2001	4025 Hill Road	Center Road & Hill Road	42.94637010	-83.67536147
Grand Blanc Twp	Federal 2001	6494 Belsay Road	Belsay Road & Perry Road	42.91693835	-83.51550009
Grand Blanc Twp	Federal 2001	8383 Embury Road	Embury Road north of cook	43.01432397	-83.68588796
Grand Blanc Twp	Federal 2001	1303 E Baldwin (across street)	Graytrax Road & Baldwin Road	43.06801838	-83.84740363
Grand Blanc Twp	Federal 2001	1424 Norfolk Ave	South of end of Norfolk Street	42.97406371	-83.71000206
Grand Blanc Twp	Federal 2001	1505 E Grand Blanc Road	Middle of Bicentennial Park	42.98743847	-83.76738424
Linden	Federal Model 5 or 7	132 E. Broad Street	on roof of firehouse	43.14666070	-83.91213154
Montrose	Federal 2001	141 Parkway	141 Parkway	43.06728644	-83.71668264
Montrose Twp	Federal 2001	12155 Morrish Road	Morrish Road & 320 feet north of Vienna	42.98720957	-83.79690349
Montrose Twp	Federal 2001	11349 Mckinley Road	Across street	43.00571734	-83.75322482
Montrose Twp	Federal 2001	8185 Dodge Road	8185 Dodge Road	43.17139725	-83.51895552
Montrose Twp	Federal 2001	10016 Duffield	Duffield and Dodge Road	42.99058139	-83.70295279
Montrose Twp	Federal 2001	10031 Seymour Rd	Seymour and Dodge Road	42.91984499	-83.67408186
Mt. Morris	Federal Model 5 or 7	11649 Saginaw St	11649 Saginaw St	43.05903437	-83.69344818
Mt. Morris Twp	Federal 2001	5447 Bicentennial Pkwy	Township hall	42.87755939	-83.76866665
Mt. Morris Twp	Federal STH-10	1057 Louis Ave	on roof?	42.90024727	-83.70670657
Mt. Morris Twp	Federal 2001	4136 Jennings Rd	4136 Jennings Rd	42.94572191	-83.71237397
Mundy Twp	Federal 2001	10256 Linden Road	Across Street	42.91790309	-83.74763720
Mundy Twp	Federal 2001	1422 Cook Rd.	Across Street	42.94304226	-83.78917540
Mundy Twp	Federal 2001	5500 Vanslyke	East side of road	42.97261337	-83.79105936
Mundy Twp	Federal 2001	3478 Mundy Ave.	East side of township offices	43.03124853	-83.64497772
Mundy Twp	Federal 2001	5487 W Hill Road	Across street	43.04499315	-83.72147246
Swartz Creek	Federal 2001	8100B Civic Drive	8100B Civic Drive	43.03886627	-83.69412953
Swartz Creek	Federal 5AT	5300 Oakview	5300 Oakview	43.03351661	-83.61593150
Swartz Creek	Federal 2001	4126 S Elms Road	4126 S Elms Road	43.17807971	-83.73707068
Swartz Creek	Federal 2001	5372 S. Seymour Road	South side of property	42.99216734	-83.69257526
Swartz Creek	Federal 5AT	6004 Bristol Road	in ROW north side of road by GM plant	43.00047984	-83.86111563

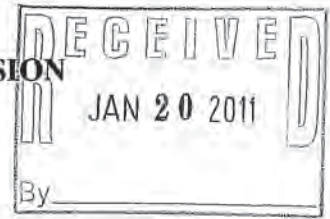
GENESEE COUNTY
**Small Cities & Villages
 Association**



2011-2012 MEETING SCHEDULE

<u>Month</u>			<u>Hosted By:</u>
January	5	2011	Swartz Creek
February	2	2011	Burton
March	2	2011	Clio
April	6	2011	Davison
May	4	2011	Fenton
June	1	2011	Gaines
July		2011	No Meeting
August	3	2011	Picnic(Fenton)
September	7	2011	Grand Blanc
October	5	2011	Linden
November	2	2011	Montrose
December	7	2011	Mt. Morris
January	4	2012	Otisville
February	1	2012	Otter Lake
March	7	2012	Swartz Creek
April	4	2012	Burton
May	2	2012	Clio
June	6	2012	Davison
July		2012	No Meeting
August	1	2012	Picnic (T.B.A.)
September	5	2012	Fenton
October	3	2012	Gaines
November	7	2012	Grand Blanc
December	5	2012	Linden

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION



NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY

CASE NO. U-16485

- Consumers Energy Company plans to use a base gas cost recovery ceiling factor of not less than \$6.4545 per thousand cubic feet (Mcf), plus additional amounts contingent on future events, if the Michigan Public Service Commission approves its request.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- The first public hearing in this matter will be held:

DATE/TIME: February 2, 2011, at 9:00 a.m.
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Michigan Public Service Commission
6545 Mercantile Way, Suite 7
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) December 28, 2010 application, which seeks approval of its gas cost recovery (GCR) plan and monthly GCR factors for the 12-month period April 2011 through March 2012. Consumers Energy is also requesting authorization of its monthly GCR factors for the period April 2011 through March 2012 consisting of the sum of two parts: (i) a base GCR ceiling factor of not less than \$6.4545 per Mcf, plus (ii) additional amounts contingent upon future events, determined using the GCR Factor Ceiling Price Adjustment Mechanism, or such higher factors as may be lawful and reasonable. The company is also requesting that the Commission review its plans and projections through March 2016 and find the 5-year plan reasonable and prudent.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscdockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscdockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: mpscdockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by January 26, 2011. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's attorney, H. Richard Chambers, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to make a statement of position without becoming a party to the case, may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter will become public information: available on the Michigan Public Service Commission's website, and subject to disclosure.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

A copy of Consumers Energy's request may be reviewed on the Commission's website at: michigan.gov/mpscdockets, and at the office of Consumers Energy Company, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6180.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in 1982 P.A. 304 proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Energy, Labor & Economic Growth, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

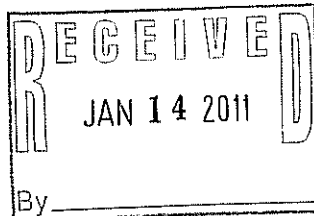
January 7, 2011



36250 Van Dyke Ave.
Sterling Heights, MI 48312
www.comcast.com

January 12, 2011

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



Dear Mr. Bueche:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of an addition to the channel lineup effective January 27, 2011. Customers will be notified of these changes via bill message.

We are pleased to announce that WSMH-TCN (The Country Network) will be added to the Limited Basic level of service on channel 297. A digital box, CableCard or other digital receiving device is required to receive this channel.

Please direct any customer calls about Comcast products, services and prices to 1-888-COMCAST. Our Customer Account Executives are available 24 hours a day, 7 days a week. As always, feel free to contact me directly at 586-883-7075 with any questions you may have.

Sincerely,

Gerald W. Smith
Government Affairs Manager
Comcast, Michigan Region
36250 Van Dyke Ave.
Sterling Heights, MI 48312