

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Tuesday May 29, 2012 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 May 14, 2012 MOTION Pg. 8, 22-28
5. **APPROVE AGENDA**
  - 5A. Proposed / Amended Agenda MOTION Pg. 8
6. **REPORTS & COMMUNICATIONS:**
  - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg.8, 2-7
  - 6B. Monthly Fire Report Pg. 29-53
  - 6C. Hometown Days Permit Application (Agenda Item) CD
  - 6D. Hometown Days Electrical Permit Application (Agenda Item) Pg. 54-55
  - 6E. MML Workers Comp Invoice (Agenda Item) Pg. 56-58
  - 6F. Weed Control Invoice, Ave Services (Agenda Item) Pg. 59
  - 6G. 2012-2013 FY Budget (Agenda Item) CD
  - 6H. Republic Waste Services Letter Pg. 60
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A-H. Hometown Days Permits RESO. Pg. 9-12, CD
  - 8I. Waiver of Inspection Fee, Hometown Days Committee RESO. Pg. 13,54-55
  - 8J. Appropriation, Annual Workers Comp Insurance RESO. Pg. 13,56-58
  - 8K. Weed Control Contractor RESO. Pg. 13,59
  - 8L. Resolution of Endorsement, Genesee Health Plan Millage RESO. Pg. 14
  - 8M. Resolution of Endorsement, MTA Millage RESO. Pg. 15
  - 8N. Adopt 2012-2013 FY Budget, Set Levy RESO. Pg. 16, CD
  - 8O. Set 2012-2013 Council Meeting Schedule RESO. Pg. 20
9. **MEETING OPENED TO THE PUBLIC:**
  - 9A. General Public Comments
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION TABLE

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

**Regular Council Meeting of Tuesday May 29, 2012 7:00 P.M.**

**TO:** Honorable Mayor, Mayor Pro-Tem & Council Members  
**FROM:** PAUL BUECHE // City Manager  
**DATE:** 25-May-2012

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

✓ **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).

**2011-2014 TIP, PENDING PROJECTS FUNDED & QUEUED** (*shaded*)

Project	Year	Grant	City Match	P.E.	C.E.	Total
Bristol Road @ GM-SPO	2013	\$54,912	\$13,728	\$8,000	\$16,000	<b>\$92,640</b>
Morrish Road Bridge Deck Over Creek	2013	\$584,000	\$132,000*	\$30,000	\$60,000	<b>\$806,000</b>
Miller Between Tallmadge & Dye	Unfunded	\$951,602	\$237,901	\$76,000	\$120,000	<b>\$1,385,503</b>
Miller Between Seymour & Elms	Unfunded	\$1,635,357	\$408,839	\$100,000	\$160,000	<b>\$2,304,196</b>
<b>Totals:</b>		<b>\$3,225,871</b>	<b>\$792,468</b>	<b>\$214,000</b>	<b>\$356,000</b>	<b>\$4,588,339</b>

\*Includes Enhancements, Walk-Way & Lighting

Design on the Morrish Road Bridge is complete and has been submitted to MDOT for review. Incorporated into the design is the closure of the road. The project is estimated to last for two months and will be timed for work while the school is on summer break (2013). I'll keep the Council posted on developments.

✓ **2012-2013 FISCAL BUDGET** (*Resolutions*)

Here is a tentative schedule:

March:	Discussion, Direction
April 9 <sup>th</sup> :	Present Draft, Discussion, Set Public Hearing
May 14 <sup>th</sup> :	Public Hearing, Discussion, Delinquent-SAD Assessments
Middle May	Special Meeting, If Desired By Council
May 29 <sup>th</sup> :	Adopt Budget, Truth in Taxation Hearing (If Needed), Set Levy, Set 2012-2013 Meeting Schedule
June 11 <sup>th</sup> & 25 <sup>th</sup> :	Buffer Dates, If Needed, Year End Fiscal Adjustments
June 30 <sup>th</sup> :	Fiscal Year End

The proposed 2012-2013 FY Budget is scheduled tonight for final adoption. We have made some adjustments as we continue to refine numbers, most notably to the General Fund. We placed the collection of the first year of the special assessments in Springbrook East and Heritage back into 101 instead of holding it in the 401 Fund. This takes the expenses in excess of revenues down to an estimated -\$54k. We'll call it our best effort in stretching a buck into two. We still need to do some work on the 661 Fund, Motor Pool. As we discussed, after we get the shared services study back, we

plan on doing another budget that stretches out 3-5 years. At this point, we'll have a more definitive solution to the Motor Pool. As a final note, we recommend the same levy as last year, being 4.8289 general and 2.3500 garbage. Here is a totals table:

Fund	FY 12 Estimated YE Revenues	FY 12 Estimated YE Expend	FY 12 Estimated Effect on Fund Balance	FY 12 Estimated Year End Fund Balance	FY 13 Recom'd Operating Revenues	FY 13 Recom'd Operating Expend	FY 13 Est Effect on Fund Balance	FY 13 Estimated Year End Fund Balance
<b>General</b>	1,781,318	1,861,794	(80,476)	1,240,453	1,680,612	1,734,450	(53,838)	1,186,615
<b>Major Streets</b>	369,044	318,799	50,245	619,897	274,334	145,465	(246,429)	373,468
<b>Local Streets</b>	96,131	125,178	(29,047)	55,834	96,722	113,373	(16,651)	39,183
<b>Garbage</b>	360,119	400,075	(39,956)	455,030	351,630	435,129	(83,499)	371,531
<b>DDA</b>	3,006	8,990	(5,984)	40,054	2,888	14,600	(11,712)	28,342
<b>Drug Enforce</b>	115,903	115,903	0	2,666	110,622	110,622	0	2,666
<b>Senior Citizens</b>	1	0	1	4	0	4	(4)	0
<b>City Hall Debt</b>	86,298	86,255	43	2,420	83,875	83,830	45	2,465
<b>Capital Projects</b>	394,993	272,466	122,527	122,527	0	36,202	0	122,527
<b>Fire Equip</b>	234	0	234	81,500	230	0	230	81,730
<b>Water</b>	1,418,869	1,269,634	149,235	1,007,639	1,292,640	1,317,104	(24,464)	983,175
<b>Sewer</b>	1,204,316	916,632	287,684	2,089,561	1,070,990	971,364	(134,374)	1,955,187
<b>Motor Pool</b>	127,412	135,414	(8,002)	273,332	118,848	168,046	(49,198)	224,134
<b>Sidewalks</b>	0	0	0	4,424	0	0	0	4,424
<b>Weed</b>	3,300	0	3,300	33,617	3,300	0	3,300	36,917
<b>Sewer</b>	0	0	0	3,650	0	0	0	3,650
<b>Totals</b>	<b>5,960,944</b>	<b>5,511,140</b>	<b>449,805</b>	<b>6,032,609</b>	<b>5,086,691</b>	<b>5,130,189</b>	<b>(616,594)</b>	<b>5,416,014</b>

✓ **COUNTY WWS ISSUES PENDING** (See Individual Category)

**KAREGNONDI WATER AUTHORITY** (Status)

Pending.

**SEWER I&I PENALTIES, REHABILITATION** (Status)

We approved Phase IV of the sewer rehabilitation project (Winshall Drive) at the meeting of July 25<sup>th</sup>, the cost being \$82,492.50 (work halted at around \$10k). The TV work has revealed we have one for sure, and possibly a second that will need to be excavated to repair. The first is a broken line that's off-set and the second is a "top down" lead into the main that the connection at the main is crushed. The second may be able to be lined but we must be prepared to excavate if the process fails. We've left the deteriorated areas for now until the ground dries up a bit, in towards summer. This work may get expensive as the mains are in the backyards, which will require the removal of fences and the like in order to get to the problem. To further complicate the matter, one of the problem areas has a garage in our easement, very close to where we have to dig. At any rate, we need to get together a very specific bid package that includes a survey to identify easement lines and encroachments. We also will need to factor in maximum costs for property we may damage, prepare grading permits and waivers of liability. We approved light design engineering, survey and bid package preparation in the amount of \$6,847 at the meeting of February 27<sup>th</sup>. We'll be back for review and decision as soon as we get the bids back.

**BEAR CREEK SANITARY SEWER AGREEMENT** (Status)

Pending the outcome of the Morrish Road Bridge Project.

✓ **MARATHON REDEVELOPMENT PROJECT** (*Status*)

The Council selected the Biggby Project at the Special Meeting of February 20<sup>th</sup>. Here is the schedule:

RFP Issued	September 8, 2011
Pre-Bid Meeting	September 29, 2011 @ 4:00 p.m.
RFP Response Deadline	November 1, 2011 @ 4:00 p.m.
Presentations by Invitation:	February 2, 2012
Council Selection:	February 20, 2012
Purchase Agreement:	May, 2012
Planning Commission Site Plan:	May-June, 2012
Final Site Plan Approval, Develop	
Agreement Approval:	June-July, 2012
Commence Construction:	Mid Summer, 2012

As you recall, I met with Marathon Oil and they have agreed to remove the underground storage tanks at their expense. In return, they'll require deed covenants that prohibit future residential use, playgrounds, etc. They will also require the use of a ground vapor barrier under the building. I have both a draft Purchase Agreement and a draft Marathon agreement for removal of the UST's. Both are bouncing between the Atkinson' attorney, Marathon attorney and the City attorney. As of writing, I do not have all the parties' approval of the two agreements. There is a chance I may have them prior to the meeting. If so, I'll drop them on as an add-on item and the Council can choose whether they wish to act on them or take a bit more time.

✓ **PERSONNEL & POLICIES & PROCEDURES** (*Status*)

Pending.

✓ **CITY PROPERTY, 4438 MORRISH ROAD** (*Status*)

We'll look at a disposition for the house at 4438 Morrish in the spring.

✓ **LABOR CONTRACTS, BUILDING DEPARTMENT** (*Status*)

The Police contract has been settled. An agreement has been reached on the secondary employment article that's acceptable for all. The contract is in the process of obtaining signatures. I've met with the AFSCME and offered them the same deal. We have a couple of more meetings scheduled but I'm confident we can reach a satisfactory agreement. As soon as we clear this, I'll meet with the Supervisor's. The only loose ends are the at-will part time police officers and the building inspector's employment agreement, which will also be at will. I'll keep the Council informed on progress.

✓ **FIRE DEPARTMENT: BOARD, CONTRACT & COST RECOVERY** (*Status*)

Pending.

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

All that remains is to accept the streets into our Act #51 Street System. This process is a bit lengthy insofar as legal steps required assuring a proper transfer. Mr. Figura has prepared the paperwork on this end. There are several steps the Associations need to complete before we can begin our process. As soon as we get past this busy spurt, I'll fire up the Associations to start the process.

✓ **SIGN ORDINANCE** (*Status*)

Pending draft changes from the meeting of February 2<sup>nd</sup>.

✓ **SHARED SERVICES INITIATIVE** (*Status*)

Pending a draft report.

- ✓ **SCHOOL PERFORMING ARTS CENTER** (*Status*)  
Construction is underway.
- ✓ **STREET RE-STRIPING & SYMBOLS** (*Status*)  
Tom is trying to get another round of crack filling into the budget for Miller Road. For the obvious reason, any striping will have to be done after this project. We will be back in a month or two with a recommendation.
- ✓ **MEIJER SITE PLAN & ADDENDUM** (*Status*)  
The Council approved an amended site plan allowing for the construction of a gross square foot store of 192,214 along with related changes to parking, traffic circulation, lighting, landscaping, and signage, all of which have been deemed by the City's staff as minor and within the general concept of the original site plan approval. We are in the process of re-negotiating the development agreement with Meijer. On paid-in capital, Meijer funded improvements capped at \$1,500,000. To date, they have paid \$1,095,000. They owe the City \$52,873, which when invoiced and paid, will put their contribution, to date, for the Morrish project at \$1,147,873. This leaves \$352,127 left to fund traffic lights that *may or will* be needed at the Morrish Road I-69 ramp and at Bristol and Morrish intersection. Progressive AE has submitted preliminary design plans to MDOT and they are awaiting an answer. Construction has begun.
- ✓ **FIVE-YEAR PARKS & RECREATION PLAN, ELMS PARK PROJECT** (*Status*)  
Awaiting a draft.
- ✓ **FLOOD RELIEF** (*Status*)  
We are participating in the County Emergency Management Division's effort to seek FEMA Disaster Funds. Here's a short inventory of what we've found, to date, regarding damage estimates:
  - ❖ Estimated 400 homes experienced some water damage, most several inches, but a few, several feet. No homes have been reported as destroyed. (If we use an average of \$1,250 per house, cleanup costs and loss property, total estimated damages are set at \$500,000)
  - ❖ A handful of power, phone and cable lines downed due to wind and/or trees falling. Most all have been repaired and excepting unique issues related to interrupt service lines, all power restored. (Cost estimates unknown, but we can post a figure of \$100,000 as an estimate).
  - ❖ Minor damage to streets, washout of catch basins and pavement joints, small amount of overtime, staff time, etc. (Cost estimate of \$25,000).
  - ❖ Sports Creek Raceway suffered wind damage to satellite receivers on their roof. (loss of racing day and repair estimated at \$150,000)
  - ❖ Swartz Creek High School suffered surface water damage to 25 classrooms and associated hallways. Mary Crapo School suffered surface water damage to 2 classrooms and associated hallways (estimated cleanup costs \$75,000. Estimated cost of destroyed property, \$5,000. School was suspended for one day, Friday May 4<sup>th</sup>)
  - ❖ Apple Creek Station Apartments reports the total loss of 15 lower level garden apartments. 16 additional apartments suffered extensive damage. 32 townhouse apartments suffered damage ranging from moderate to severe. 10 buildings suffered surface water damaging ranging from 6 inches to 7 feet. (Total estimated cost of damage, \$2,000,000. We used a figure of \$200,000 loss of personal property; clothes, bedding, furniture, electronics, etc).
  - ❖ Total approximate loss: \$3,055,000).

## NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **ANNUAL HOMETOWN DAYS PERMITS, INSPECTION FEE WAIVER** (*Resolutions*)  
Included with tonight's agenda are applications for the various permits associated with the annual Hometown Days Events. They are vastly similar to last year's show. Rick and Brent have affixed their approval and recommend final approval from the Council.  
  
On another related matter, the Hometown Days Committee has requested the waiver of the City's Electrical Permit Fee, in the amount of \$70, for May 4<sup>th</sup> storm damage repair to a service drop. A handful of utility poles were snapped in half, one of which the Hometown Days had a Consumer's Energy Drop that powered a portion of the Kincaid site where the event is held. The panel needed to be re-constructed that triggered an electrical permit. A resolution asking to waive the fee is included with tonight's agenda.
- ✓ **APPROPRIATION, ANNUAL WORKERS COMP INSURANCE** (*Resolution*)  
Included with tonight's agenda is an invoice for our annual Workers Compensation Insurance. This year has a dividend credit of \$6,532. The premium is \$28,344. With the modification adjustment (0.92 to 1.00), the dividend credit and a couple of other minor credits and debits, our net premium due is \$19,613. We continue to remain below the average pool claims which in turn keep our rates down. We can only hope that it remains so in the future.
- ✓ **WEED CONTROL CONTRACTOR** (*Resolution*)  
Last summer we encountered problems in managing weed cutting for vacant homes under foreclosure. In previous years prior to last summer, our contracted lawn company took care of these on an individual negotiated basis. Our current contractor under bid has very limited interest in these properties. We were able to get them to do it, but it took last place in their schedule and the cost was high. The delays in cutting the targeted lawns created havoc with neighbors and in some cases, their equipment was too large to get into the back yards. In addition, their invoicing was delayed causing gaps in assessing and collecting. We have a company that has a number of the larger contracts around the City that is willing to do them on short notice, inexpensively and bill promptly. The company is Ace Outdoor Services of Grand Blanc. The total yearly expense in this area can be quite variable, but should be under \$5,000 if we can get each of the properties done for \$35-\$85 each. As you recall, we bill each yard at \$300 each. I have a resolution for approval to use Ace included with tonight's agenda.
- ✓ **ENDORSEMENT RESOLUTIONS** (*Resolution*)  
Included with tonight's agenda are Resolutions of Confirmation for the endorsements of the millage renewals for the Genesee Health Plan and the MTA. I do not have a copy of the opposition to the consolidation of the 67<sup>th</sup> and 68<sup>th</sup> district courts, but if the Council is willing to pursue this, make a short motion from the table and I can put one together, have the Mayor sign it and send it off.

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

- ❑ *Traffic Lights, Bristol-Miller, GM-SPO.* Something to consider that we can discuss down the road a bit. I've asked Mr. Fluery to give us a price to take counts and crunch the numbers for a traffic light warrant analysis for the two lights in front of SPO. The cost is in the neighborhood of \$1,200 - \$1,400. We'll talk more later.
- ❑ *Deteriorated Retaining Walls & Planters at City Buildings.* The wall along the north side of the building has been repaired. We are looking at options on some of the other repairs around the site.
- ❑ *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.
- ❑ *Veterans Park Memorial, Street Signs.* Pricing has been presented to the committee. They are in the process of evaluating it.
- ❑ *Relocate – Remove Drop Boxes, Kroger & Morrish Road Real Estate Office.* We have made calls on these with promises to remove them. The one at the abandoned real estate office on Morrish is gone. We're still working on Kroger's.
- ❑ *Water / Sewer Charges, Car Wash.* Pending a Report.
- ❑ *Deteriorated Building, Morrish at CNA Crossing.* Pending.

**City of Swartz Creek  
RESOLUTIONS**

**Regular Council Meeting, Tuesday May 29, 2012 7:00 P.M.**

**Resolution No. 120529-4A            MINUTES – May 14, 2012**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held May 14, 2012 to be circulated and placed on file.

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

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

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

**Resolution No. 120529-5A            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 May 29, 2012, to be circulated and placed on file.

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

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

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

**Resolution No. 120529-6A            CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council approve the City Manager’s Report of May 29, 2012, to be circulated and placed on file.

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

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

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



**Resolution No. 120529-8A-8H HOMETOWN DAYS PERMITS, MASTER RESOLUTION**

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

**I Move** the City of Swartz Creek approve Resolutions 120529-8A through 110509-8H, allowing for the various permits relative to the annual Swartz Creek Hometown Days events, to be held beginning Wednesday May 30, 2012 and concluding on Monday June 4, 2012, inclusive of all stipulations and conditions as specified and listed within.

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

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

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

**Resolution No. 120529-8A HOMETOWN DAYS, STREET CARNIVAL, GENERAL STREET & PROPERTY USE PERMITS**

**I Move** the City of Swartz Creek approve and authorize the Swartz Creek Hometown Days Committees' application for street closing and City property use permits for the following locations:

- A. Morrish between Miller and Ingalls-Wade, Carnival Midway.
- B. Holland between Miller and Ingalls, Vendor – Carnival.
- C. City Lot located at the southwest corner of Miller and Morrish, Carnival – Midway.
- D. Ingalls at Holland and Park Land located to the North and Northwest of the intersection of Morrish and Ingalls, Carnival & Midway.
- E. City owned property located along the North side of Fortino, West of South Morrish Road, Car Show and Radio D.J., general parking.
- F. City owned property, 4438 South Morrish Road.
- G. City owned property, 4505 Fortino.
- H. Fire Hall out lot properties.
- I. Use of DPW Yard and Generator.

Street and City property use, unless otherwise indicated, begins Wednesday, May 30, 2012 at 9:00 a.m. until Monday June 4, 2012 at 9:00 A.M., for the purpose of, and authorization to conduct a carnival, vendor/display areas, car show and or other similar events under the following stipulations:

- 1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
- 2. Written permission from deed holders of any private properties to be used and appropriate insurance certificates naming such parties as additional insured: William Kincaid 5086 South Morrish: Mark O'Brien 5099 South

Morrish; Swartz Creek Acquisitions (Race Track) 4290 South Morrish; Swartz Creek Schools 8354 Cappy (High School Middle School); Scott Hoover 8280 Crapo; Swartz Creek Pentecostal 4494 South Morrish; Branoff Fortino Drive 58-35-576-032.

3. Sufficient number of portable bathrooms placed and located, and liter control program in accordance and under the approval of Director of Community Services.
4. General approval of the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

**Resolution No. 120529-8B                      HOMETOWN DAYS, AMPLIFIED CONCERT MUSIC PERMIT**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to conduct an outdoor concert to be held at the outdoor football stadium of the Swartz Creek High School on Friday, June 1, 2012 between 4:30 p.m. and 10:00 p.m., under the following stipulations:

1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
2. Written authorization from the School District Superintendent along with acceptable insurance certificates naming the School District as an additional insured, minimum amount not less than \$1,000,000 (One Million Dollars)
3. General approval of the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.
4. Music to end no later than 10:00 p.m.

**Resolution No. 120529-8C                      HOMETOWN DAYS, STREET USAGE PERMIT, MOTOR AND PEDESTRIAN PARADE**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committees' application for street closing / usage permit for Saturday, June 2, 2012 from 11:00 a.m. until 1:30 p.m. for purposes of conducting a parade, streets used to be Fairchild Street, Miller Rd, and Frederick St under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. No candy or other objects be thrown or handed from, to or at any vehicle, trailer, float, or similar, and further, that the Hometown Days Committee establish and maintain a list of all participants and/or entries in the parade that identifies a contact person, such contact to be informed by the Hometown Days Committee of the stipulation and motor vehicle code enforcement actions for violations thereof.
3. General approval, and under the direction and control of the Office of the Chief of Police.

**Resolution No. 120529-8D**

**HOMETOWN DAYS PERMIT, AERIAL FIREWORKS DISPLAY**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee's application for one fireworks aerial display to be held on Friday, June 1, 2012, at or shortly after dusk, with a cancellation date of Saturday, June 2, 2012, at or shortly after dusk, to be launched from properties directly west of the Swartz Creek Middle School Building, said properties owned by the Swartz Creek School District and Mr. Scott Hoover, under the following stipulations and conditions:

1. Insurance certificate naming the City as insured in an amount to be determined adequate by the City Manager.
2. Written permission from the aforementioned parcel owners along with acceptable insurance certificates naming said parcel owners as additional insured parties, in an amount to be determined adequate by the City Manager.
3. Traffic Control Plan and administration by the Offices of Chief of Police and Director of Community Services.
4. Detailed Plan submitted to and approved by the Fire Chief.
5. All decisions concerning the event and cancellation thereof, if needed, under the direction and control of the Fire Chief.

**Resolution No. 120529-8E**

**HOMETOWN DAYS PERMIT, OPERATE ENTERTAINMENT TENT**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to operate an entertainment tent with the sale of beer and wine for consumption on the premises, along with live entertainment, to be held on Parcel No. 58-02-200-014, owned by William Kincaid and located 5086 Morrish Road, south of Wade Street, beginning Thursday, May 31, 2012 through Sunday, June 3, 2012, 9:30 PM, under the following stipulations:

1. Michigan Liquor Control Commission Approved Application with appropriate insurance in accordance with the rules of the L.C.C. and naming the City and all other property owners as additional insured parties, in an amount not less than \$1,000,000 (One Million Dollars).
2. Portable bathrooms appropriately located and litter control program in accordance and under the approval of Director of Community Services.
3. Traffic control and pedestrian safety plan in accordance with and under the approval of Office of Chief of Police.
4. Adherence to all L.C.C. stipulations and regulations, state and local laws.
5. No music after 11:00 p.m. Thursday, May 31, 2012 and 1:00 a.m. Friday, June 1, 2012 (Saturday Morning), and Saturday June 2, 2012 (Sunday Morning), and Sunday June 3, 2012, 9:30 PM.
6. Adequate security as approved by the Chief of Police.
7. Adherence to and under the direction and control of the Office of the Chief of Police.

**Resolution No. 120529-8F**

**HOMETOWN DAYS PERMIT, CEREMONIAL DISCHARGE OF A FIREARM**

**I Move** the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons as a part of a military concert and ceremonial military honor guard, to be held at the Swartz Creek High School’s outdoor football stadium, on Friday, June 1, 2012, at approximately 9:00 p.m., in conjunction with a concert and aerial fireworks display, with a backup rain date of Saturday, June 2, 2012 at approximately 9:00 p.m. under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

**Resolution No. 120529-8G**

**HOMETOWN DAYS PERMIT, CEREMONIAL DISCHARGE OF A FIREARM**

**I Move** the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons in conjunction with a Parade and as a ceremonial military honor guard, to be held along Miller Road on Saturday, June 2, 2012, at approximately 12:00 noon, under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

**Resolution No. 120529-8H**

**AMPLIFIED OUTDOOR MUSIC, FEATHER & FIN**

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

**I Move** the City of Swartz Creek approve the use of an outdoor music / DJ amplification system at Feather & Finn Ice Cream, 7543 Miller Road, in conjunction with the Swartz Creek Hometown Days Festival, permit for Saturday, June 2, 2012 from 2:00 p.m. until 10:00 p.m., only.

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

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

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

**Resolution No. 120529-8I**

**WAIVER OF INSPECTION FEE, HOMETOWN DAYS COMMITTEE**

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

**I Move** the City of Swartz Creek waive the electrical permit inspection fees for the Swartz Creek Hometown Days Committee, in the amount of \$70, for the repair of a drop service panel located at 5043 & 5045 Morrish Road, the panel having been damaged as a result of May 4<sup>th</sup> inclement weather.

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

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

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

**Resolution No. 120529-8J**

**APPROPRIATION, ANNUAL WORKERS COMPENSATION INSURANCE**

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

**I Move** the City of Swartz Creek appropriate an amount not to exceed \$19,613 to the City’s Workers Compensation Insurance carrier, being the Michigan Municipal League Workers Compensation Fund, in payment of the City’s annual premium, funds to be apportioned as calculated by the City’s provider.

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

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

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

**Resolution No. 120529-8K**

**APPOINT WEED CONTROL CONTRACTOR, ACE OUTDOOR SERVICES**

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

**I Move** the City of Swartz Creek approve the hiring of Ace Outdoor Services of Grand Blanc Michigan, for the cutting of weeds that come in violation of the City’s noxious weed ordinance, and further, direct the staff to execute a contractor’s agreement with Ace.

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

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

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

**RESOLUTION OF ENDORSEMENT, GENESEE HEALTH PLAN MILLAGE RENEWAL**

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

**I Move** the City of Swartz Creek approve an endorsement of the millage renewal for the Genesee Health Plan, and further, direct the Mayor to endorse the renewal as follows:

**ORGANIZATION MILLAGE RENEWAL  
ENDORSEMENT AUTHORIZATION FORM**

We, **the Swartz Creek City Council**, Hereby endorse the Health Care Services Millage Renewal voter for a renewal of a levy of 1.0 mill on November 6, 2012, which will support continuation of a health care service delivery system for underinsured and uninsured low-income resident of Genesee County. This millage will produce funding that will continue to result in substantially improved health care services for residents of the County while providing everyone needing help with a place to go for information and support.

We give permission to the Friends of Genesee Health Plan for our organizations name to be used in the local media effort.

Name: \_\_\_\_\_  
**Mayor Richard B. Abrams**

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

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

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

**RESOLUTION OF ENDORSEMENT, MTA MILLAGE RENEWAL**

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

**I Move** the City of Swartz Creek approve an endorsement of the millage renewal for the MTA, and further, direct the Mayor to endorse the renewal as follows:

**INDIVIDUAL MILLAGE ENDORSEMENT AUTHORIZATION FORM**

I/We, \_\_\_\_\_, hereby endorse the Mass Transportation Authority renewal millage vote for 4/10 of one mill on August 7, 2012, which supports retention of the countywide public transportation. This transportation renewal millage will result in no new taxes.

I/We give permission to the Friends of Public Transportation to use my/our name(s)/organization in the local media effort up to the Primary election on August 7, 2012.

Name: \_\_\_\_\_  
(Please Print Name)

Name/Organization: \_\_\_\_\_  
(Signature of Authorized Agency or Representative)

Title: \_\_\_\_\_  
(Title of Agency Representative)

Address: \_\_\_\_\_

City/State/Zip code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

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

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

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



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

**I Move** the Swartz Creek City Council, in accordance with the General Appropriations and Uniform Budgeting Act, adopt the proposed 2012-2013 Fiscal Budget based upon the following Summer Tax Levies:

<b>General Operating Levy:</b>	<b>4.8289 Mills</b>
<b>Sanitation Levy:</b>	<b><u>2.3500 Mills</u></b>
<b>Total:</b>	<b>7.1789 Mills</b>

<b>101 General Fund</b>		
	<b>Estimated Revenues</b>	<b>Adopted</b>
General Fund Estimated Operating Revenues	1,680,612	
General Fund Estimated Project Revenues	0	
<b>Total General Fund Estimated Revenues</b>	<b>1,680,612</b>	
	<b>Appropriations</b>	<b>Adopted</b>
General Government Activities 101-299	330,794	
Public Safety Activities 301-399	928,666	
Public Works Activities 400-799	361,924	
Other Government Activities 800-999	113,066	
<b>Total General Fund Operating Appropriations</b>	<b>1,734,450</b>	<b>Estimated Beg Fund Balance</b>
<b>Total General Fund Project Appropriations</b>	<b>0</b>	<b>1,240,453</b>
<b>Total General Fund Appropriations</b>	<b>1,734,450</b>	
		<b>Estimated Ending Fund Balance</b>
<b>Effect on General Fund's Fund Balance</b>	<b>(53,838)</b>	<b>1,186,615</b>
<b>202 Major Streets Fund</b>		
	<b>Estimated Revenues</b>	<b>Adopted</b>
Major Streets Fund Estimated Operating Revenues	274,334	
Major Streets Fund Estimated Project Revenues	4,000	
<b>Total Major Streets Fund Estimated Revenues</b>	<b>278,334</b>	
	<b>Appropriations</b>	<b>Adopted</b>
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	145,465	
Other Government Activities 800-999	0	
<b>Total Major Streets Fund Operating Appropriations</b>	<b>145,465</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Major Streets Fund Project Appropriations</b>	<b>379,298</b>	<b>619,897</b>
<b>Total Major Streets Fund Appropriations</b>	<b>524,763</b>	
		<b>Estimated Ending Fund Balance</b>
<b>Effect on Major Streets Fund's Fund Balance</b>	<b>(246,429)</b>	<b>373,468</b>
<b>203 Local Streets Fund</b>		
	<b>Estimated Revenues</b>	<b>Adopted</b>
Local Streets Fund Estimated Operating Revenue	96,722	
Local Streets Fund Estimated Project Revenue	0	
<b>Total Local Streets Fund Estimated Revenue</b>	<b>96,722</b>	



	<b>Appropriations</b>	<b>Adopted</b>	
	General Government Activities 101-299	0	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	113,373	
	Other Government Activities 800-999	0	
	<b>Total Local Streets Fund Operating Appropriations</b>	<b>113,373</b>	<b>Estimated Beg Fund Balance</b>
	<b>Total Local Streets Fund Project Appropriations</b>	<b>0</b>	<b>55,834</b>
	<b>Total Local Streets Fund Appropriations</b>	<b>113,373</b>	<b>Estimated Ending Fund Balance</b>
	<b>Effect on Local Streets Fund's Fund Balance</b>	<b>(16,651)</b>	<b>39,183</b>
<b>226 Garbage Fund</b>			
	<b>Estimated Revenues</b>	<b>Adopted</b>	
	Garbage Fund Estimated Operating Revenue	351,630	
	Garbage Fund Estimated Project Revenue	0	
	<b>Total Garbage Fund Estimated Revenue</b>	<b>351,630</b>	
	<b>Appropriations</b>	<b>Adopted</b>	
	General Government Activities 101-299	65,543	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	348,628	
	Other Government Activities 800-999	20,958	
	<b>Total Garbage Fund Operating Appropriations</b>	<b>435,129</b>	<b>Estimated Beg Fund Balance</b>
	<b>Total Garbage Fund Project Appropriations</b>	<b>0</b>	<b>455,030</b>
	<b>Total Garbage Fund Appropriations</b>	<b>435,129</b>	<b>Estimated Ending Fund Balance</b>
	<b>Effect on Garbage Fund's Fund Balance</b>	<b>(83,499)</b>	<b>371,531</b>
<b>248 Downtown Development Authority Fund</b>			
	<b>Estimated Revenues</b>	<b>Adopted</b>	
	DDA Fund Estimated Operating Revenue	2,888	
	DDA Fund Estimated Project Revenue	0	
	<b>Total DDA Fund Estimated Revenue</b>	<b>2,888</b>	
	<b>Appropriations</b>	<b>Adopted</b>	
	General Government Activities 101-299	14,600	
	Public Safety Activities 301-399	0	
	Public Works Activities 400-799	0	
	Other Government Activities 800-999	0	
	<b>Total DDA Fund Operating Appropriations</b>	<b>14,600</b>	<b>Estimated Beg Fund Balance</b>
	<b>Total DDA Fund Project Appropriations</b>	<b>0</b>	<b>40,054</b>
	<b>Total DDA Fund Appropriations</b>	<b>14,600</b>	<b>Estimated Ending Fund Balance</b>
	<b>Effect on Local Streets Fund's Fund Balance</b>	<b>(11,712)</b>	<b>28,342</b>
<b>265 Drug Enforcement Fund</b>			
	<b>Estimated Revenues</b>	<b>Adopted</b>	
	Drug Enforcement Fund Estimated Operating Revenue	110,622	
	Drug Enforcement Fund Estimated Project Revenue	0	
	<b>Total Drug Enforcement Estimated Revenue</b>	<b>110,622</b>	

<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	0	
Public Safety Activities 301-399	110,622	
Public Works Activities 400-799	0	
Other Government Activities 800-999	0	
<b>Total Drug Enforcement Fund Operating Appropriations</b>	<b>110,622</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Drug Enforcement Fund Project Appropriations</b>	<b>0</b>	<b>2,666</b>
<b>Total Drug Enforcement Fund Appropriations</b>	<b>110,622</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Drug Enforcement Fund's Fund Balance</b>	<b>0</b>	<b>2,666</b>

#### **275 Senior Citizens Fund**

<b>Estimated Revenues</b>	<b>Adopted</b>	
Senior Citizens Fund Estimated Operating Revenue	0	
Senior Citizens Fund Estimated Project Revenue	0	
<b>Total Senior Citizens Estimated Revenue</b>	<b>0</b>	

<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	4	
Other Government Activities 800-999	0	
<b>Total Senior Citizens Fund Operating Appropriations</b>	<b>4</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Senior Citizens Fund Project Appropriations</b>	<b>0</b>	<b>4</b>
<b>Total Senior Citizens Fund Appropriations</b>	<b>4</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Senior Citizens Fund's Fund Balance</b>	<b>(4)</b>	<b>0</b>

#### **350 City Hall Debt Fund**

<b>Estimated Revenues</b>	<b>Adopted</b>	
City Hall Debt Fund Estimated Revenue	83,875	
<b>Total City Hall Debt Fund Estimated Revenue</b>	<b>83,875</b>	

<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	83,830	<b>Estimated Beg Fund Balance</b>
<b>Total City Hall Debt Fund Appropriations</b>	<b>83,830</b>	<b>2,420</b>
<b>Effect on City Hall Debt Fund's Fund Balance</b>	<b>45</b>	<b>Estimated Ending Fund Balance</b>
		<b>2,465</b>

#### **401 Capital Projects Fund**

<b>Estimated Revenues</b>	<b>Adopted</b>
Capital Project Fund Estimated Operating Revenue	0
Capital Project Fund Estimated Project Revenue	36,202
<b>Total Capital Projects Fund Estimated Revenue</b>	<b>36202</b>

<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	36,202	
<b>Total Capital Projects Fund Operating Appropriations</b>	<b>36,202</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Capital Projects Fund Project Appropriations</b>	<b>0</b>	<b>122,527</b>
<b>Total Capital Projects Fund Total Appropriations</b>	<b>36,202</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Capital Projects Fund's Fund Balance</b>	<b>0</b>	<b>122,527</b>
<b>402 Fire Equipment Replacement Fund</b>		
<b>Estimated Revenues</b>	<b>Adopted</b>	
Fire Equipment Replacement Fund Est Operating Revenue	230	
Fire Equipment Replacement Fund Est Project Revenue	0	
<b>Total Fire Equip Replacement Fund Est Revenue</b>	<b>230</b>	
<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	0	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	0	
Other Government Activities 800-999	0	
<b>Total Fire Equip Replacement Fund Operating Approp</b>	<b>0</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Fire Equip Replacement Fund Project Approp</b>	<b>0</b>	<b>81,500</b>
<b>Total Fire Equip Replacement Fund Approp</b>	<b>0</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Fire Equip Replacement Fund's Fund Balance</b>	<b>230</b>	<b>81,730</b>
<b>590 Water Supply Fund</b>		
<b>Estimated Revenues</b>	<b>Adopted</b>	
Water Supply Fund Estimated Operating Revenue	1,292,640	
Water Supply Fund Estimated Project Revenue	0	
<b>Total Water Supply Fund Estimated Revenue</b>	<b>1,292,640</b>	
<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	131,881	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	1,139,540	
Other Government Activities 800-999	45,683	
<b>Total Water Supply Fund Operating Appropriations</b>	<b>1,317,104</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Water Supply Fund Project Appropriations</b>	<b>0</b>	<b>1,007,639</b>
<b>Total Water Supply Fund Appropriations</b>	<b>1,317,104</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Water Supply Fund's Fund Balance</b>	<b>(24,464)</b>	<b>983,175</b>
<b>591 Sanitary Sewer Fund</b>		
<b>Estimated Revenues</b>	<b>Adopted</b>	
Sanitary Sewer Fund Estimated Operating Revenue	1,070,990	
Sanitary Sewer Fund Estimated Project Revenue	0	
<b>Total Sanitary Sewer Fund Estimated Revenue</b>	<b>1,070,990</b>	

<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	131,966	
Public Safety Activities 301-399	0	
Public Works Activities 400-799	747,582	
Other Government Activities 800-999	91,816	
<b>Total Sanitary Sewer Fund Operating Appropriations</b>	<b>971,364</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Sanitary Sewer Fund Project Appropriations</b>	<b>234,000</b>	<b>2,089,561</b>
<b>Total Sanitary Sewer Fund Appropriations</b>	<b>1,205,364</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Sanitary Sewer Fund's Fund Balance</b>	<b>(134,374)</b>	<b>1,955,187</b>
<b>661 Motor Pool Fund</b>		
<b>Estimated Revenues</b>	<b>Adopted</b>	
Motor Pool Fund Estimated Operating Revenue	118,848	
Motor Pool Fund Estimated Project Revenue	0	
<b>Total Motor Pool Fund Estimated Revenue</b>	<b>118,848</b>	
<b>Appropriations</b>	<b>Adopted</b>	
General Government Activities 101-299	26,056	
Public Safety Activities 301-399	69,600	
Public Works Activities 400-799	72,390	
Other Government Activities 800-999	0	
<b>Total Motor Pool Fund Operating Appropriations</b>	<b>168,046</b>	<b>Estimated Beg Fund Balance</b>
<b>Total Motor Pool Fund Project Appropriations</b>	<b>0</b>	<b>273,332</b>
<b>Total Motor Pool Fund Appropriations</b>	<b>168,046</b>	<b>Estimated Ending Fund Balance</b>
<b>Effect on Motor Pool Fund's Fund Balance</b>	<b>(49,198)</b>	<b>224,134</b>
<b>Total Estimated Revenues</b>	<b>5,123,593</b>	
<b>Total All Funds Appropriations</b>	<b>5,743,487</b>	

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

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

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

**Resolution No. 110523-80 SET 2012-2013 COUNCIL MEETING SCHEDULE**

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

**WHEREAS**, Act 261 of the Public Acts of the State of Michigan of 1968, as amended, requires a public notice of the schedule of regular meetings of the Swartz Creek City Council be given once each calendar year or fiscal year and that said notice shall show the regular dates and times for the meeting and the place at which meetings are held; and

**WHEREAS**, the Act directs that notice be posted prominently at the principle office of the City of Swartz Creek or at the public building at which meetings are held or published in the newspaper of general circulation in Swartz Creek.

**NOW, THEREFORE**, pursuant to the Act, public notice is hereby given that regular meetings for fiscal year 2012-2013 shall be held twice each month, and further, that all meetings shall be held in the City Hall Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, unless otherwise provided in advance by the City Council, and further, meetings shall commence at 7:00 P.M. on the following dates:

July 2012:	Monday – 9 <sup>th</sup> Monday – 23 <sup>rd</sup>	
August 2012:	Monday – 13 <sup>th</sup> Monday – 20 <sup>nd</sup>	
September 2012:	Monday – 12 <sup>th</sup> Monday – 24 <sup>th</sup>	
October 2012:	Monday – 8 <sup>th</sup> Monday – 22 <sup>nd</sup>	(Columbus Day)
November 2012:	Monday – 12 <sup>th</sup> Monday – 26 <sup>th</sup>	(Veterans Day)
December 2012:	Monday – 3 <sup>rd</sup> Monday – 10 <sup>th</sup>	(One Week Earlier) (Two Weeks Earlier)
January 2013:	Monday – 14 <sup>th</sup> Monday – 28 <sup>th</sup>	
February 2013:	Monday – 11 <sup>th</sup> Monday – 25 <sup>th</sup>	
March 2013:	Monday – 11 <sup>th</sup> Monday – 25 <sup>th</sup>	
April 2013:	Monday – 8 <sup>th</sup> Monday – 22 <sup>nd</sup>	(Earth Day?)
May 2013:	Monday – 13 <sup>th</sup> Tuesday 28 <sup>th</sup>	(Monday 27 <sup>th</sup> is Memorial Day)
June 2013:	Monday – 10 <sup>th</sup> Monday – 24 <sup>th</sup>	

**BE IT FURTHER RESOLVED** that the Clerk is hereby directed to post a copy of this resolution in a prominent place in the City Offices of the City of Swartz Creek.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to supply forthwith, upon request, a copy of this resolution to any newspaper of general circulation in the political subdivision in which the meeting will be held and/or to any radio or television station that regularly broadcasts into the City of Swartz Creek.

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

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

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

**City of Swartz Creek**  
**Regular Council Meeting Minutes**  
*Of the Meeting Held*  
**Monday May 14, 2012 7:00 P.M.**

**CITY OF SWARTZ CREEK**  
**SWARTZ CREEK, MICHIGAN**  
**MINUTES OF THE COUNCIL MEETING**  
**DATE 05/14/2012**

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, Shumaker.

Councilmembers Absent: Porath.

Staff Present: City Manager Paul Bueche, City Clerk Juanita Aguilar.

Others Present: Tommy Butler, Boots Abrams, Sharon Shumaker, Jim Florence, Ron Schultz, Bob Plumb, Bud Grimes, John Gilbert, Mike Messer, Khalil Nemer, Pat Williams, Judy Hough.

**Resolution No. 120514-01**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Shumaker

**I Move** the Swartz Creek City Council excuse the absence of Councilmember Porath due to a work conflict.

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

Mayor Abrams introduced Drain Commissioner Jeff Wright from Genesee County Water and Waste Services. Mr. Wright gave a brief summary of changes and updates related to the flood damage that recently occurred throughout the County.

**APPROVAL OF MINUTES**

**Resolution No. 120514-02**

**(Carried)**

Motion by Mayor Pro-Tem Krueger  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting, held April 23, 2012, and the Minutes of the Special Council Meeting held April 30, 2012, to be circulated and placed on file.

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

## **APPROVAL OF AGENDA**

### **Resolution No. 120514-03**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the Agenda, as presented, for the Regular Council Meeting of May 14, 2012, to be circulated and placed on file.

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

## **REPORTS AND COMMUNICATIONS:**

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

#### **Resolution No. 120514-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of May 14, 2012, to be circulated and placed on file.

Discussion took place.

YES: Hurt, Krueger, 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:**

### **Grant Award, Keep Genesee Beautiful**

#### **Resolution No: 120514-05a**

**(Postponed)**

Motion by Councilmember Binder  
Second by Councilmember Hurt

**WHEREAS**, Ms. Pat Williams, an active member of the Swartz Creek Friends of the Library, applied for and received a grant from the Keep Genesee Beautiful Program, in the amount of \$1,000, for the purchase of trees in the Elms Road park; and

**WHEREAS**, The City has removed a large number of diseased trees within the park and has limited funds for replacement;

**NOW, THEREFORE, I Move** the City accept the grant and authorize the staff to proceed with the purchase and planting of four trees, under the direction of the Department of Public Works Director, and further, extend the City's gratitude and appreciation to Ms. Williams for her efforts and community service.

Discussion Took Place.

**Resolution No. 120514-05b**

**(Carried)**

Motion by Councilmember Hurt  
Second by Mayor Pro-Tem Krueger

**I Move** the Swartz Creek City Council postpone the Grant Award, Keep Genesee Beautiful resolution until a corrected resolution can be brought before the City Council.

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

**Genesee Health Plan, Millage Renewal**

**(Presentation)**

Pam Nelson from the Genesee Health Plan made a brief presentation for a millage renewal in hopes that the City of Swartz Creek will endorse the millage renewal.

**MTA Presentation, Millage Renewal, Mike Messer**

**(Presentation)**

Mike Messer from MTA made a brief presentation in regards to a millage renewal and asked that the City of Swartz Creek endorse the millage.

**Public Hearing, Proposed 2012-2013 FY Budget**

City Manager Bueche went through the numbers for the 2012-2013 FY budget.

No questions or comments from the public.

Mayor Pro-Tem Krueger questioned how many police cars the City is planning to keep in the fleet. Mr. Bueche stated that there are five marked vehicles and two unmarked vehicles.

**Assessments: Delinquent Water-Sewer-Weeds & Special**



**Resolution No: 120514-06**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Hicks

**I Move** the City of Swartz Creek direct the Treasurer to prepare an audit of all outstanding debts owed to the City for delinquent water, sewer, mowing, sidewalk repairs and special assessments related to Heritage Village and Springbrook East Condominium Associations and further, to cause such debts to be assessed against the property owner of record, in accordance with City Ordinance and State Statute, said debts to be placed against the summer 2012 tax collection roll.

Discussion Took Place.

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

**Street Use Permit, Annual 5K Road Race,, Swartz Creek Cross Country-Riverbend Striders**

**Resolution No: 120514-07**

**(Carried)**

Motion by Mayor Pro-Tem Krueger  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek approve the application for a street usage permit to conduct a 5 kilometer foot road race on Thursday, May 31, 2012, 6:00 PM – 7:30 PM, applicant: the River-Bend Striders - Swartz Creek Cross Country Team, in the care of Mr. Allen Murphy, race to be held in Winchester Village Subdivision, in accordance with the application submitted, under the direction and control of the Chief of Police.

Discussion Took place.

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

**Resolution of Support, Changes To Michigan Horse Racing Law, HB-5546 and SB-1075**

**Resolution No. 120514-08**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**WHEREAS**, Sports Creek Raceway, a Harness Horse Racing Facility, opened for business in 1984 drawing large crowds and employing several hundred people; and

**WHEREAS**, the raceway originally generated vast income to a variety of area business, including, but not limited to apartments, restaurants, taverns, grocery and other retail service industries; and

**WHEREAS**, the City and State received significant revenues from the racetrack's until the latter part of the 1990's, when revenues began to fall; and

**WHEREAS**, as a whole, the horse racing industry continued to slide through the 2000 decade to a point today where the entire industry is close to collapse and extinction; and

**WHEREAS**, the reasons for the decline of horse racing are many, but a significant portion can be explained by a combination of casino style gambling coupled with outdated and restrictive law and rules governing the industry which have severely limited and restricted its ability to compete or stay in business; and

**WHEREAS**, the failure of this industry would add to and continue the economic decline of the City and the general area and leave another abandoned facility that totals over 100 acres; and

**WHEREAS**, certain Representatives and Senators in the State House and Senate have introduced legislation in an attempt to save this industry by updating laws and rules that would allow the horse racing industry to compete equally in today's market; and

**WHEREAS**, the City of Swartz Creek has examined the proposed legislation, being HB-5546 and SB-1075, and offers its endorsement.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Swartz Creek hereby request that the Michigan House, Senate and Office of the Governor endorse, support and approve HB-5546 and SB-1075 as a solution to save the horse racing industry from failing.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

**Park Fee Waiver, Scout Pack #161**

**Resolution No. 120514-09**

**(Carried)**

Motion by Councilmember Hicks

Second by Councilmember Hurt

**I Move** the City of Swartz Creek approve the use of Elms Road Park Pavilion #4, with waiver of fees, for Swartz Creek Cub Scout Pack #161's annual year end picnic, on Saturday June 9, 2012.

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

NO: None. Motion Declared Carried.

## **Repair Vandalism, Water Tower**

**Resolution No. 120514-10a**

**(Amended)**

Motion by Councilmember Binder  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek appropriate an amount not to exceed \$3,050 plus 15% contingency, to Pittsburg Tank of Henderson Kentucky, for the repair of graffiti on the City's Water Tower, in accordance with the proposal submitted, expense to be assigned to 590 water.

Discussion Took Place.

**Resolution No. 120514-10b**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek appropriate an amount not to exceed \$3,200 plus 15% contingency, to Fedewa Incorporated of Nashville, MI, for the repair of graffiti on the City's Water Tower, in accordance with the proposal submitted, expense to be assigned to 590 water; if unable to meet the requirements, Pittsburgh Tank of Henderson Kentucky with an amount not to exceed \$3,050 plus 15% contingency will be used.

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

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

Boots Abrams stated that Mike Messer left MTA information if anyone was interested.

Bud Grimes, 5171 Oakview, thanked the City Council for supporting the changes in the horse racing law.

Jim Florence, 4296 Springbrook, reminded everyone that the Park Advisory Committee, Kiwanis Club and other groups would be working at Elms Park on the 19<sup>th</sup> and 20<sup>th</sup>.

### **REMARKS BY COUNCILMEMBERS:**

Mayor Pro-Tem Krueger spoke about the flood damage that he had at his house. Mr. Krueger spoke about the Chamber of Commerce donating trees to be planted at Elms Park as well as James Lengell offering to donate some of his walnut trees.

Councilmember Shumaker spoke about a resolution to support leaving the local courts where they are as opposed to transferring them to the City of Flint. Mr. Shumaker suggested that the building inspector check with the manager of Swartz Creek Estates to see where they send their residents for building permits. Mr. Shumaker asked about the time line for finishing the

Morrish Road bridge work. He was advised it was a 2013 project. Mr. Shumaker advised that the Kiwanis project for Elms Park would be staining the playscape.

Councilmember Hicks spoke about plugged street drains after the big storm and flooding. Ms. Hicks asked if a message could be added to the water/sewer bills to have residents keep up with cleaning the catch basins. Ms. Hicks asked if more retention ponds needed to be put in and spoke about the one that was going to be put in near the new Performing Arts Center asking if fences should be put around them for safety purposes.

Councilmember Binder spoke about the master gardeners planting at the Veteran's Memorial on May 22<sup>nd</sup>. Ms. Binder stated that on the 31<sup>st</sup> of May there will be 3 classes of first graders visiting the memorial and fire department. Ms. Binder stated that the new statue will not be installed on the 28<sup>th</sup> of May but on the 14<sup>th</sup> of June instead, which is Flag Day.

Mayor Abrams spoke about a wreath laying ceremony at ITT on the 22<sup>nd</sup> of May that he has been invited to.

Councilmember Binder reminded everyone that the next Council meeting will be on the 29<sup>th</sup> of May since the 28<sup>th</sup> is Memorial Day.

Mayor Pro-Tem Krueger stated that the rain on May 4<sup>th</sup> was equal to the amount of rain that New Orleans got during Hurricane Katrina.

Councilmember Shumaker spoke about the retention ponds at Mari-Dan Miller Farms and the Methodist Church.

### **Adjournment**

**Resolution No. 120514-11**

**(Carried)**

Motion by Councilmember Hurt  
Second by Mayor Pro-Tem Krueger

**I Move** the City of Swartz Creek adjourn the Regular Session of the City Council meeting at 8:48 p.m.

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

**Richard Abrams, Mayor**

**Juanita Aguilar, City Clerk**

DATE: MAY 21, 2012  
TIME: 7:00 PM  
LOCATION: STATION 1  
SUBJECT: SWARTZ CREEK AREA FIRE 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. APRIL 16, 2012 MEETING:
  
- III. CORRESPONDENCE:
  - A. APRIL INCIDENT SUMMARY REPORT:
  
- IV. PROFESSIONAL SERVICE REPORTS:
  - A. APRIL FINANCIAL REPORT:
  
- V. COMMITTEE REPORTS:
  - A. BY-LAWS COMMITTEE - Chairman Rick Clolinger, Richard Derby, Bill Cavanaugh and Brent Cole:
  
  - B. HEALTH AND SAFETY COMMITTEE: Chairman Rich Tesner (Members Chief Cole, Assistant Chief Merriam, Captain Tabit, and Lieut. Jones)
  
  - C. PERSONNEL COMMITTEE: Chairman Ray Thornton, Richard Derby and David Hurt.
    - 1. Fire Chief annual evaluation
  
  - D. FIRE AGREEMENT COMPLIANCY COMMITTEE: Chairman Dave Hurt, Richard Derby, Ray Thornton and Attorney Bill Cavanaugh.
  
- VI. OLD BUSINESS:
  - A. APPARATUS UPDATE from Battalion Chief Jack King-
    - 1. Apparatus status report attached
  
  - B.

VII. NEW BUSINESS:

A. MEMBERS FOR PLACEMENT ON PROBATION:

1. Joseph Wolf, for station 2, has passed his back ground check, Pre-Employment Panel interview and physical. His final interview was held Wednesday, April 24, 2012.

**Chief Cole recommends Joseph Wolf, be placed on one year probation with the Swartz Creek Area Fire Department.**

2. Adam Hyrman, for station 2, has passed his back ground check and Pre-Employment Panel interview and physical. His final interview was held Wednesday, May 2, 2012.

**Chief Cole recommends Adam Hyrman, be placed on one year probation with the Swartz Creek Area Fire Department.**

3. Gregory Warning, for station 1, has passed his back ground check and Pre-Employment Panel interview and physical. His final interview was held Wednesday, May 2, 2012.

**Chief Cole recommends Gregory Warning, be placed on one year probation with the Swartz Creek Area Fire Department.**

B. MEMBERS ELIGIBLE TO COME OFF PROBATION: none

C. MEMBERS RESIGNING/TERMINATING: none

D. MEMBERS ELIGIBLE FOR REINSTATEMENT: none

E. PAR PLAN GRANT POTENTIAL: Our insurance carrier offers a web based grant program for up to \$5,000.00 annual for their subscribers. It is a reimbursable type grant, meaning the SCAFD would be reimbursed for funds expended, up to the original grant amount request. Assistant Chief Merriam has obtained a quote to provide and install reflective vinyl striping on the back of Engine 11, 12, 21, Squads 16, 27 and Tanker 23 to give us an idea how much to write the grant for.

**Chief Cole requests permission to apply for the Par Plan grant to cover the amount for the install of vinyl reflective striping on 11, 12, 21, 16, 27 and 23, not to exceed the maximum grant amount that can be applied for, and proceed if the grant is approved.**

F. ANNUAL PUMP MAINTENANCE AND TESTING QUOTES: Quotes (using a specific form) were requested from five vendors. Copies of the quotes are attached. The results are listed below for your consideration.

Vendor	Amount
Circle K	No response

Apollo Fire	Did not fill out the form as requested, unknown specific amount
Front Line Services	\$2,010.00
Halt Fire	\$2,900.00
LTM Fire	No response

All vendors were requested to fill out the form, that was sent to them, to insure there could be appropriately compared. Only two vendors provided the information as requested.

**Chief Cole recommends contracting with Front Line Services in the amount of \$2,010.00 for the annual pump maintenance and testing for the Swartz Creek Area Fire Department.**

G.

VIII. GENERAL INFORMATION:

A. MUNICIPAL BILLINGS for April

B. APRIL BILLS LIST

C. Flowers fund balance \$40.00

D. Pager sale breakdown:

Winning bid including shipping: \$734.44

Fees paid to PayPal: 21.60

Shipping paid to UPS: 43.54

Fee paid to eBay: 66.85

Total amount after expenses: \$602.45

E.

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 FIRE AUTHORITY:

XII. COMMENTS FROM FIRE AUTHORITY MEMBERS:

XIII. MEETING ADJOURNMENT:

# REGULAR MEETING

APRIL 16, 2012

## SWARTZ CREEK AREA FIRE DEPARTMENT

The regular meeting of the Swartz Creek Area Fire Board was held at Station #1, April 16, 2012. Chairman, Mike Messer, called the meeting to order at 7:00p.m.

### **I. CALL TO ORDER:**

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

#### Board Members Present:

- Chairman, Mike Messer
- Clayton Representative, Rich Tesner
- City Representative, Rick Clolinger
- City Representative, Boots Abrams
- Clayton Representative, Richard Derby
- City Representative, Dave Hurt

#### Board Members Absent:

- City Representative, Ray Thornton

#### Staff Present:

- Fire Chief, Brent Cole
- Assistant Chief Eric Merriam
- Attorney, Bill Cavanaugh

#### Staff Absent:

- Acct./Clerical, Kim Borse

#### Others Present:

- Batt. Chief Jack King
- Richard Abrams, City of Swartz Creek
- Bradley Cole, City of Swartz Creek
- Karen Merriam, Clayton Township

C. AGENDA: ADDITIONS/CHANGES/DELETIONS: NONE

D. SPECIAL PRESENTATION:

1. Election of Officers:

- **Resolution 041612-01**  
Motion by Boots Abrams  
Second by Dave Hurt

The SCAFD Board does hereby nominate and elect Mike Messer to the position of Chairman of the SCAFD.

YES: Clolinger, Abrams, Tesner, Derby, Hurt, Messer

NO: None Motion declared carried

- **Resolution 041612-02**  
Motion by Boots Abrams  
Second by Rick Clolinger

The SCAFD Board does hereby nominate and elect Dave Hurt to the position of Vice-Chairman of the SCAFD.

YES: Clolinger, Abrams, Tesner, Derby, Hurt, Messer

NO: None Motion declared carried

- **Resolution 041612-03**  
Motion by Boots Abrams  
Second by Dave Hurt

The SCAFD Board does hereby nominate and elect Ray Thornton to the position of Secretary/Treasurer of the SCAFD.

YES: Abrams, Tesner, Derby, Hurt, Clolinger, Messer

NO: None Motion declared carried

### **II. APPROVAL OF MINUTES**

A. MARCH 19, 2012 BOARD MEETING

- **Resolution 041612-04**  
Motion by Dave Hurt  
Second by Rick Derby

The SCAFD Board does hereby approve the minutes of March 19, 2012 board meeting, as presented.

YES: Tesner, Derby, Hurt, Clolinger, Abrams, Messer

NO: None Motion declared carried

### **III. CORRESPONDENCE:**

A. MARCH INCIDENT SUMMARY REPORT:

- **Resolution 041612-05**  
Motion by Rick Derby  
Second by Dave Hurt



The SCAFD Board does hereby accept the March 2012 Incident Summary, as presented

YES: Derby, Hurt, Clolinger, Abrams, Tesner, Messer

NO: None Motion declared carried

**IV. PROFESSIONAL SERVICE REPORTS:**

**A. MARCH FINANCIAL STATEMENT:**

• **Resolution 041612-06**

Motion by Dave Hurt

Second by Norvel Johnson

The SCAFD Board does hereby approve the March 2012 financial statement, as presented

YES: Hurt, Clolinger, Abrams, Tesner, Derby, Messer

NO: None Motion declared carried

**V. COMMITTEE REPORTS:**

A. *BY-LAWS COMMITTEE MEETING: NONE*

B. *HEALTH & SAFETY COMMITTEE: NONE*

C. *PERSONNEL COMMITTEE: Absent report from Thornton indicated a report would be given next month.*

D. *FIRE AGREEMENT COMPLIANCY COMMITTEE:*

1. *CIFP status: Hurt reported a meeting was held with the City Committee, Bueche, Tesner and Sepanak. Issues were discussed. The issue is being tabled until after the election. Tesner concurred the issue has also been tabled by the Township.*

**VI. OLD BUSINESS**

**A. APPARATUS UPDATE:**

1. *Monthly report from Batt. Chief King*

B. *MINITOR III & IV PAGER DISPOSAL STATUS: The pagers were sold on eBay for \$700.00 on April 10. They were shipped April 11. Funds from PayPal can be released after May 1 if no problems, minus fees.*

C. *STATION 2 RECRUITMENT DRIVE STATUS: Signs have been placed. The information has also been posted on the web site. Several applications have been received.*

**VII. NEW BUSINESS**

**A. MEMBER(S) TO BE PLACED ON PROBATION: Bradley Cole**

• **Resolution 041612-07**

Motion by Dave Hurt

Second by Boots Abrams

The SCAFD Board does hereby place Bradley Cole on one year probation with the SCAFD, pending results of his physical.

YES: Clolinger, Abrams, Tesner, Derby, Hurt, Messer

NO: None Motion declared carried

B. *MEMBER TO COME OFF PROBATION: None*

C. *MEMBERS RESIGNING/TERMINATING: None*

D. *MEMBERS ELIGIBLE FOR REINSTATEMENT: None*

E. *MOBILE DATE TERMINAL (MDT):*

• **Resolution 041612-08**

Motion by Dave Hurt

Second by Boots Abrams

The SCAFD Board does hereby direct the Chief to proceed with installing two MDT's for Tanker 23 and Squad 26 for an approximate about of \$850 to \$1,000 each through Blumerich Communications and purchase a battery charger for Squad 26 for approximately \$110.00 plus shipping.

YES: Clolinger, Abrams, Tesner, Derby, Hurt, Messer

NO: None Motion declared carried

**VIII. GENERAL INFORMATION**

A. *MUNICIPAL BILLINGS*

B. *MARCH BILLS LIST*

C. *FLOWERS FUND BALANCE IS \$40.00*

**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:**

Clolinger: Welcome to Bradley Cole.

Tesner: Welcome to Bradley Cole and welcome back Boots Abrams.

Hurt: Echo comments.

Derby: Congratulations to those re-elected to Fireboard positions. Congratulations and welcome back to Boots. Welcome to Bradley Cole.

Abrams: Welcome to Bradley Cole. Good to be back. This will be my 28<sup>th</sup> year of service to the Fireboard.

Messer: Echo sentiments.

**XIII. ADJOURNMENT OF MEETING:**

**SWARTZ CREEK AREA FIRE DEPARTMENT BOARD MEETING**

**APRIL 16, 2012**

Meeting adjourned at 7:25 p.m. The next regular meeting will be 04/16/12 at Station 1 at 7:00 pm

**MIKE MESSER**  
**CHAIRMAN**  
**SWARTZ CREEK AREA FIRE BOARD**

**BRENT COLE**  
**FIRE CHIEF**  
**SWARTZ CREEK AREA FIRE DEPT.**

SWARTZ CREEK AREA FIRE DEPT, SWARTZ CREEK MICHIGAN 48473

Incident Log for 04/01/2012 through 04/30/2012

Printed: 05/16/2012

Inc. No. - Exp. Location Involved Name	Date	Disp. Time	Sta. Incident Type Owner Name	Prop & Cont Value	No. Resp Prop & Cont Loss Officer in Charge	Disp. to Enrte. Min. Resp. Min. Savings	Total Hr:Min:Sec
0000038-000 1565 E Pierson RD	04/02/2012	19:01	12 111 AMA to Flushing, canceled	\$0	17 \$0	0.00 10.00 \$0	0:19:00
0000039-000 418 W Seventh ST	04/06/2012	14:11	12 111 MA to Flint City	\$0	10 \$0	0.00 24.00 \$0	2:07:00
0000040-000 6444 N Sheridan RD	04/06/2012	17:18	12 111 AMA to Flushing	\$0	9 \$0	0.00 6.00 \$0	0:55:00
0000041-000 10433 Lennon RD MR Cal Lockwood	04/06/2012	20:21	1 173 Cultivated trees or nursery stock MR Cal Lockwood	\$0	13 \$0 MERRIAM, ERIC M - ASSISTANT	0.00 7.00 \$0	0:28:00
0000042-000 Directions Winshal Park	04/08/2012	18:23	1 551 Assist SCPD, tree removal	\$0	9 \$0 KING, JACK L - BATT CHIEF	0.00 11.00 \$0	0:22:00
0000043-000 Adjacent to 7496 W Hill RD	04/13/2012	07:29	12 111 AMA to Gaines, unfounded	\$0	11 \$0	0.00 9.00 \$0	0:41:00
0000044-000 In front of 7376 Crosscreek DR	04/14/2012	18:09	1 352 Extrication of victim(s) from under	\$0	14 \$0 KING, JACK L - BATT CHIEF	5.00 9.00 \$0	0:53:00
0000045-000 9410 Corunna RD MR Doyle Coad	04/17/2012	16:08	2 111 Barn, cause by open burn MS Marjorie Coad	\$0	18 \$500 COLE, BRENT D - CHIEF	0.00 5.00 \$-500	1:39:00
0000046-000 2342 S Elms RD MS Jody Burtonshaw	04/20/2012	17:08	2 733 Smoke detector activation due to MS Wilma Sweeten	\$0	9 \$0 MERRIAM, ERIC M - ASSISTANT	0.00 12.00 \$0	0:37:00
0000047-000 4246 S Elms RD	04/24/2012	15:37	1 444 Power line down	\$0	9 \$0 KING, JACK L - BATT CHIEF	0.00 13.00 \$0	1:23:00
0000048-000 Corunna and Corunna Rd and Sheridan Rd MR Elijah D Arrington	04/26/2012	17:39	2 600 Good intent, Poss. Vehicle Fire MR Elijah D Arrington	\$0	9 \$0 KING, JACK L - BATT CHIEF	0.00 11.00 \$0	1:11:00
0000049-000 4101 S Sheridan RD MRS SHAWNELL MIKOLSKI	04/28/2012	09:25	1 600 Poss struct per PD, damper closed MRS SHAWNELL MIKOLSKI	\$0	18 \$0 KING, JACK L - BATT CHIEF	9.00 16.00 \$0	0:25:00
0000050-000 9228 Young ST MRS Gaylon Harris	04/28/2012	13:07	1 561 Unauthorized burning MRS Gaylon Harris	\$0	13 \$0 KING, JACK L - BATT CHIEF	0.00 7.00 \$0	0:18:00

Incident Log for 04/01/2012 through 04/30/2012

Inc. No. - Exp. Location	Date	Disp. Time	Sta.	Incident Type	Prop & Cont Value	No. Resp	Disp. to Enrte. Min.	Prop & Cont Loss	Resp. Min. Savings	Total Hr:Min:Sec
Involved Name				Owner Name				Officer in Charge		
0000051-000 2148 Whispering Waters PASS Schuessler Resd.	04/29/2012	19:08	2 743	Smoke detector activation, no fire	\$0	19	0.00	\$0	14.00	0:44:00
				Schuessler Resd.				PLUMB, DAVID J - CAPTAIN/EM		
0000052-000 1301 N Elms RD MRS Jason Mize	04/30/2012	07:34	2 445	Primary wires w/fire, down	\$0	11	0.00	\$0	17.00	1:32:00
				MRS Jason Mize				MERRIAM, ERIC M - ASSISTANT		
Incidents by Shift Including Exposures										
	No. Resp.	Total Hr:Min	Prop & Cont Value	Prop & Cont Loss	Savings	0	1	2	3	4
<b>Totals:</b>	189	13:34:00	\$0	\$500	\$-500	0	4	9	2	0

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

The number of exposure fires is 0.

SWARTZ CREEK AREA FIRE DEPARTMENT  
Income/Expense Report  
For the Four Months Ending April 30, 2012

	Description	Current Mth	Y-T-D	Budget	Remain.Budget	% Budget
<b>Revenues</b>						
3582	OPERATING CONTRIBUTIONS	4,287.76	114,593.37	227,180.00	112,586.63	(0.50)
3583	EQUIPMENT CONTRIBUTIONS	0.00	0.00	36,190.00	36,190.00	0.00
3628	MISC. INCOME (SUNDRY)	0.00	6.00	0.00	(6.00)	0.00
3630	GRANT INCOME	0.00	4,850.00	0.00	(4,850.00)	0.00
3664	INVESTMENT INCOME	20.75	87.62	120.00	32.38	(0.73)
3673	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
	<b>Total Revenues</b>	<b>4,308.51</b>	<b>119,536.99</b>	<b>263,490.00</b>	<b>143,953.01</b>	<b>(0.45)</b>
<b>Expenses</b>						
4703	SOCIAL SECURITY	723.56	2,291.55	10,600.00	8,308.45	0.22
4704	STAFF SALARIES	3,069.26	11,523.31	42,500.00	30,976.69	0.27
4705	MAIN/TRAIN-SALARIES	851.00	2,585.00	10,900.00	8,315.00	0.24
4706	OFFICER SALARIES	1,250.00	3,750.00	15,000.00	11,250.00	0.25
4707	FIREFIGHTERS SALARY	4,287.80	12,096.52	69,000.00	56,903.48	0.18
4708	DEFERRED COMPENSATION	243.00	654.00	3,200.00	2,546.00	0.20
4709	MEDICAL-FIREFIGHTERS	2,216.00	3,043.00	4,500.00	1,457.00	0.68
4710	UNEMPLOYMENT PAYMENTS	0.00	821.19	5,500.00	4,678.81	0.15
4727	OFFICE SUPPLIES	79.07	257.74	1,000.00	742.26	0.26
4728	BUILDING SUPPLIES	110.35	234.14	700.00	465.86	0.33
4740	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
4741	EQUIPMENT SUPPLIES	668.44	1,772.73	8,000.00	6,227.27	0.22
4801	CONTRACT SERVICES	64.03	5,404.91	6,900.00	1,495.09	0.78
4820	80th Anniversary	0.00	0.00	0.00	0.00	0.00
4850	COMMUNICATIONS	310.22	957.56	4,100.00	3,142.44	0.23
4910	INSURANCE	0.00	12,315.00	22,000.00	9,685.00	0.56
4920	UTILITIES	1,010.02	3,511.20	17,000.00	13,488.80	0.21
4960	EDUCATION & TRAINING	30.00	143.66	6,400.00	6,256.34	0.02
4970	OFFICE EQUIPMENT	0.00	0.00	240.00	240.00	0.00
4976	FIRE EQUIPMENT	0.00	4,990.56	16,800.00	11,809.44	0.30
4978	FIRE EQUIP.-MAINT/REPAIR	3,912.07	6,414.29	17,650.00	11,235.71	0.36
4979	FIRE EQUIPMENT-UPGRADES	0.00	0.00	0.00	0.00	0.00
4981	APPARATUS	0.00	0.00	0.00	0.00	0.00
4982	Loose Equip. New Apparatus	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	0.00	800.00	800.00	0.00
4988	COMPUTER SOFTWARE/UPGRADES	97.95	97.95	700.00	602.05	0.14
4999	RESERVE	0.00	0.00	0.00	0.00	0.00
	<b>Total Expenses</b>	<b>18,922.77</b>	<b>72,864.31</b>	<b>263,490.00</b>	<b>190,625.69</b>	<b>0.28</b>
	Net Income/<Loss>	(14,614.26)	46,672.68	0.00		
3400	FUND BALANCE-Beginning of Year	0.00	107,174.22	0.00		
	<b>Fund Balance-End of Year</b>	<b>(14,614.26)</b>	<b>153,846.90</b>	<b>0.00</b>		

Report form the Swartz Creek Area Fire Board Personnel Committee

Subject: Chiefs Evaluation - 2011-2012

Based on a survey of he board through a questionnaire based on the Chief's job description the following action is recommended.

We recommend the chief continue in his assignment.

The board's evaluation reflects a high level of satisfaction with the Chief and his performance.

The committee will place a summary of the board's survey responses in the department personnel records. Further the committee recommends that the board offer congratulations to the Chief on a job well done and extend to him the thanks and appreciation of the community they represent for his contribution to maintain the department in a state of readiness and make the community a safe place to live.

Respectfully submitted May 1, 2012

Ray Thornton  
Chairman  
SCAFB Personnel Committee

AS OF: May 18, 2012  
 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. <b>04/15:</b> Cross lay Valve leak repaired. <b>04/30:</b> Batt. Chief King reported a problem with the intake pressure relief valve. BC King directed to contact LTM for repair. LTM investigated and determined parts needed to be ordered to complete repair. <b>05/02:</b> Relief valve worked on. <b>05/10:</b> BC King advised relief valve still leaking. <b>05/14:</b> Contacted LTM regarding relief valve. To order rebuild kit. If not needed not charge. Plans on visit either May 16 or 17. <b>May 18:</b> LTM returned with rebuild kit. Evaluation determined the kit was needed and repair continued.
12	91 Pumper	Station 1	In service.
16	91 Squad	Station 1	In service.
17	79 Grass Rig	Station 1	In service.
21	99 Pumper	Station 2	In service. <b>04/17:</b> Deluge gun valve leak repaired.
23	92 Tanker	Station 2	In service.
26	93 Squad	Station 2	In service.
27	79 Grass Rig	Station 2	In service.



## **PUMP MAINTENANCE SPECIFICATION**

When a preventative maintenance will be performed on the fire apparatus pump, whether it is a mid-ship, PTO or portable pump, the following procedures will be completed and documentation is to be recorded for the Fire Department:

- The pump gearbox of the pump transmission will be drained and refilled with manufacturer's recommended fluid. The fluid will be inspected for any foreign material or moisture.

- If the fire pump is equipped with an auto-lube, the fluid will be removed and refilled and inspected for moisture.

- The impeller shaft bearings will be inspected and greased.

- The driveline and u-joints will be lubricated and inspected.

- If the fire pump is a two-stage style the transfer valve will be exercised and lubricated. Full travel of the valve and indicating lights will be checked for correct operation.

- Any control linkage will be lubricated; drain valves will be checked and lubricated.

- If equipped the relief valve/pressure regulator will be exercised and checked for correct operation.

- The primer oil tank will be visually checked and the anti-siphon hole will be checked for correct venting.

- The pump shift will be operated (either air, electric or manual) to ensure correct engagement, pump packing will be inspected. It will be adjusted if needed and recommendations to the Fire Department will be documented.

- A dry vacuum test will be performed (minimum of 22" of vacuum and dropping no more than 10" in 5 minutes). If a leak is discovered recommendations to the Fire Department will be documented.

- A chassis inspection shall be performed and the following will be checked, engine oil, engine coolant, transmission oil, and differential lube. Any level below manufacturer's recommendations will be documented for the Fire Department.

Documentation will be supplied to the Fire Department; if any repairs are needed they also will be supplied. No additional work will be performed on the apparatus without the Fire Department knowledge and approval.

**PUMP SERVICE PER UNIT \$130.00**



## **PUMP TEST SPECIFICATIONS**

An NFPA pump test consists of the following tests:

- Capacity of pump @ 150 psi discharge pressure for 20 minutes
- 70% of capacity @ 200 psi discharge pressure for 10 minutes
- 50% of capacity @ 250 psi discharge pressure for 10 minutes
- 10% over capacity @ 165 psi discharge pressure of 1 minute

This test will be preformed from a draft (either port-a-tank, lake, pond, etc)

A quick lift test will be completed at this time to ensure the priming system is operating correctly. The time to lift the water into the fire pump will be documented. If the apparatus is equipped with a relief valve/pressure regulator it will be checked at the conclusion of the 150 psi test. At the conclusion of the testing the relief valve/pressure regulator will be set back to Fire Department requirements.

All results will be documented and copies will be sent to the Fire Department for their records.

## **PRICING FOR PUMP SERVICE AND TESTING**

1-Pump service and test for a Waterous, Hale or Darley pump to 1500 gpm

**COST PER FIRST UNIT \$300.00 ADDITIONAL PUMPS PER  
DEPARTMENT \$280.00**

1-Pump Service and test for a Waterous, Hale or Darley pump over 1500 gpm

**COST PER UNIT \$390.00**

## **PUMP TESTING ALONE NO PM SERVICE**

**COST PER UNIT \$200.00\***

\*Fire Department will be responsible for changing pump transmission fluid and Auto Lube fluid before testing.

\*Any additional repairs will be documented and Fire Department will be notified to be made aware of conditions.

**Mileage cost is \$.095 per mile round trip (Negotiable with multiple Fire Departments)**

**Labor rate is based on \$75.00 an hour plus parts**

## **Engine Service**

This service includes removing and replacing oil filters, oil and fuel filters, removing the used oil from the Fire Department. Costs for these services will be based on type and model number of engine. Prices can be given if the Fire Department is in need of this service. Listed below is some common engines and pricing.

Cummins 8.3	\$350.00
Cummins ISC	\$350.00
Cummins ISM 300	\$400.00
Cummins N-11	\$360.00
Cummins NTC 359	\$430.00
CAT 3208, 3406	\$340.00
Detroit Series 40, 50	\$430.00
Detroit Series 60	\$445.00
Detroit 8V71, 8V92	\$390.00
International DTA	\$390.00

Concerning the transmission service, we at Apollo will change external filters and fill the transmission back to full. It is our company policy concerning changing internal transmission filters to be based on manufacturer's recommendations, and it should be done at a local dealer, to keep any warranty issues with them.

### **DOT Inspections**

**\$85.00 per vehicle**

Thank you for the opportunity to be of service. Please do not hesitate to call if you any questions on scheduling maintenance.

Sincerely,

Bert Luoma

Service Tech  
586-255-2424

Front Line Services

The Swartz Creek Area Fire Department is requesting quotes from qualified vendors to perform annual pump maintenance, testing and DOT inspections for the following apparatus:

- E11: 1,500 GPM Waterous pump
- E12: 1,500 GPM Waterous pump
- E21: 1,500 GPM Waterous pump
- T23: 1,250 GPM Waterous Pump
- G17: Hale pump

	E11	E12	E21	T23	G17
Pump Maintenance and Inspection	\$150	\$150	\$150	\$150	\$150
Filters and Fluids	\$50	\$50	\$50	\$50	\$50
DOT Inspection	\$75	\$75	\$75	\$75	\$75
Disposal Fees, Service Call, Travel Charges and any other charges not covered in other categories (explain)	\$195 (Travel)	-	-	-	-
Pump Testing per unit	\$140	\$100	\$100	\$100	N/A
Total per unit	\$610	\$375	\$375	\$375	\$275
Grand Total	\$2010				

Is your company and the person that will be performing the work, Emergency Vehicle Technician certified? **YES** NO

Please fill out the table above with the appropriate amounts. This type of format is utilized to insure all vendor quotes can be appropriately compared. The information will be submitted to the Swartz Creek Area Fireboard at the May 21 meeting. Prices quoted shall be good until December 31, 2012. All quotes are due on or before Tuesday, May 15, 2012, to be considered.

If you have questions, or need clarification, please contact Chief Brent Cole at 810-635-2300, or by email at [bdcole@scafd.com](mailto:bdcole@scafd.com). Officer hours are M-F, 0800-1300. If in the future, you do not want to be included in the quote process, please advise.

Thank you for your participation.  
Sincerely,  
Brent Cole  
Fire Chief



May 14, 2012

Chief Brent Cole  
Swartz Creek Area Fire Department  
8100 B Civic Drive  
Swartz Creek, MI 48473

Dear Chief Cole,

Per your request, enclosed please find a quotation for Maintenance services on your vehicles. The packages are quoted individually so you can pick and choose for each vehicle. Should you opt to not go with one of them, simply deduct that amount from the price for the truck.

If accepted by the fire department, the lead time to schedule this work would be 3 weeks with an estimated completion time of 3 days.

I appreciate the opportunity to quote this for you. If you have any questions, please do not hesitate to contact me at (800) 289-3574.

Sincerely,

Kim Riddle  
Service Coordinator

ENCL. S0202012-05-14maint.doc

***FRONT LINE SERVICES, INC.***  
***IS PLEASED TO***  
***PRESENT THE FOLLOWING***  
***FIRE APPARATUS MAINTENANCE SPECIFICATIONS***

***To the***

***Swartz Creek***  
***Fire Department***

***SEE***  
***FRONT LINE.....FIRST***  
***FOR QUALITY***  
***EMERGENCY VEHICLE REPAIR***

## **Pump Preventative Maintenance with NFPA Test**

There shall be a preventative maintenance service performed on the fire pump. This shall include draining of the gear box oil from the pump transmission and replacing it with the manufacturer's recommended lubricant as well as draining and refilling any additional oils as required. An inspection and lubrication of the apparatus drive line, universal joints, and impeller shaft bearings shall be performed. If the fire pump is of the two-stage type, the transfer valve shall be greased, exercised and inspected for full travel from volume to pressure and the flap valve shall be inspected. Should the pump transmission require a filter, it shall be changed.

All accessible linkage shall be cleaned and lubricated. All valves shall be inspected, lubricated, and exercised to ensure correct operation. Removal of suction and discharge port gate valves and caps shall be performed to inspect suction screens and lubricate suction and discharge gaskets. The primer tank and anti siphon hole will be inspected for leaks and to ensure proper venting.

The pump shift mechanism, either manual or electric, will be operated and visually inspected for proper engagement. The packing will be inspected and/or adjusted if needed. The pump will be run to flow water internally from tank suction to tank fill, exercising the relief valve /or pressure regulator, and transfer valve if so equipped. The pump will be drained of all water and an NFPA dry vacuum test will be run, pulling a minimum of 22" of vacuum and dropping no more than 10" in 5 minutes. If the vacuum test is failed, a hydrostatic pressure test shall be performed to narrow down the source of the leak. Any repairs that are required as a result of the vacuum and or hydrostatic test failures shall be at an additional cost.

The major chassis fluid levels shall be checked; engine oil, transmission oil, engine coolant, differential lube. Levels will be noted if below manufacturer's specifications, and shall be topped of with up to 1 gallon of any type of fluid, after that there would be an additional charge. If there are any abnormalities they will be noted and brought to the attention of the fire department.

An NFPA pump test will be performed, this test shall include a capacity test @ 150 psi, 70% @ 200 psi, 50% @ 250 psi, and an overload test @ 150 psi. The capacity test shall be run for 20 minutes, the 70% and 50% tests for 10 minutes each, and the overload test for 5 minutes. This test shall be preferably from a draft, at which time a quick lift test will be performed to ensure the priming system is operating correctly. At the conclusion of the 150 PSI test, the relief valve/pressure regulator will be checked and set for proper operation. Results of the tests shall be documented, and computer generated copies will be forwarded to Fire Department for their records.

Any areas of potential concern shall be documented on the vehicle work order and discussed with the customer for approval prior to any further action or repairs. The quoted price covers all parts, labor and miscellaneous supplies to complete the Pump Maintenance w/ Pump Test Checklist. Any items found to be deficient while completing the checklist are not included in this price. Please note that some items may require repair before a Pump Test can be run.

## **Pump Preventative Maintenance**

There shall be a preventative maintenance service performed on the fire pump. This shall include draining of the gear box oil from the pump transmission and replacing it with the manufacturer's recommended lubricant as well as draining and refilling any additional oils as required. An inspection and lubrication of the apparatus drive line, universal joints, impeller shaft bearings shall be performed. If the fire pump is of the two-stage type, the transfer valve shall be greased, exercised and inspected for full travel from volume to pressure and the flap valve shall be inspected. Should the pump transmission require a filter, it shall be changed.

All accessible linkage shall be cleaned and lubricated. Drain valves shall be inspected, lubricated, and exercised to ensure correct operation. Removal of suction and discharge port gate valves and caps shall be performed to inspect suction screens and lubricate suction and discharge gaskets. The primer tank and anti siphon hole will be inspected for leaks and to ensure proper venting.

The pump shift mechanism, either manual, air, or electric, will be operated and visually inspected for proper engagement. The packing will be inspected / and or adjusted if needed. The pump will be run to flow water internally from tank suction to tank fill, exercising the relief valve /or pressure regulator, and transfer valve if so equipped. The pump will be drained of all water and a NFPA dry vacuum test will be run, pulling a minimum of 22" of vacuum and dropping no more than 10" in 5 minutes. If the vacuum test is failed, a hydrostatic pressure test shall be performed to narrow down the source of the leak. Any repairs that are required as a result of the vacuum and or hydrostatic test failures shall be at an additional cost.

The major chassis fluid levels shall be checked; engine oil, transmission oil, engine coolant, differential lube. Levels will be noted if below manufacturer's specifications, and shall be topped off with up to 1 gallon of any type of fluid, after that there would be an additional charge. If there are any abnormalities they will be noted and brought to the attention of the fire department.

All the above will be documented and provided to the fire department. The quoted price covers all parts, labor and miscellaneous supplies to complete the Pump Maintenance Checklist. Any items found to be deficient while completing the checklist are not included in this price.

**Mobile Service - General**

This quotation covers all labor and materials for the above stated work to be performed. Any additional work would be subject to additional charges.

All used oil, used filters, boxes, and rags shall be removed from the Fire Department premises and properly disposed of.

All work performed shall be thoroughly tested to insure the quality of workmanship.

Warranty for labor is 3 month, per our standard warranty policy. FLSI reserves the right to determine final warranty.

Warranty for products falls under specific manufacturers published warranties. Product warranty issues after 3 months are subject to labor and shipping charges if the parts are supplied at no charge.

Front Line Services, Inc. reserves the right to re-quote this work after thirty (30) days.

	E11	E12	E21	T23	G17
Pump Maintenance and Inspection	\$150	\$150	\$150	\$150	\$150
Filters and Fluids	\$50	\$50	\$50	\$50	\$50
DOT Inspection	\$75	\$75	\$75	\$75	\$75
Disposal Fees, Service Call, Travel Charges and any other charges not covered in other categories (explain)	\$195 (Travel)	-	-	-	-
Pump Testing per unit	\$140	\$100	\$100	\$100	N/A
Total per unit	\$610	\$375	\$375	\$375	\$275
Grand Total	\$2010				



Halt Fire

The Swartz Creek Area Fire Department is requesting quotes from qualified vendors to perform annual pump maintenance, testing and DOT inspections for the following apparatus:

- E11: 1,500 GPM Waterous pump
- E12: 1,500 GPM Waterous pump
- E21: 1,500 GPM Waterous pump
- T23: 1,250 GPM Waterous Pump
- G17: Hale pump

Will need an accessible lake for pump test  
FD to shuttle the trucks to and from pump  
the site.

	E11	E12	E21	T23	G17
Pump Maintenance and Inspection	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00
Filters and Fluids	Included	Included	Included	Included	Included
DOT Inspection	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Disposal Fees, Service Call, Travel Charges and any other charges not covered in other categories (explain)	Oil Disposal & Travel \$140.00	Oil Disposal & Travel \$140.00	Oil Disposal & Travel \$140.00	Oil Disposal & Travel \$140.00	Oil Disposal \$40.00
Pump Testing per unit	\$225.00	\$225.00	\$225.00	\$225.00	N/A
Total per unit	\$645.00	\$645.00	\$645.00	\$645.00	\$320.00
Grand Total	\$2900.00				

Is your company and the person that will be performing the work, Emergency Vehicle Technician certified? YES

Please fill out the table above with the appropriate amounts. This type of format is utilized to insure all vendor quotes can be appropriately compared. The information will be submitted to the Swartz Creek Area Fireboard at the May 21 meeting. Prices quoted shall be good until December 31, 2012. All quotes are due on or before Tuesday, May 15, 2012, to be considered.

If you have questions, or need clarification, please contact Chief Brent Cole at 810-635-2300, or by email at [bdcole@scafd.com](mailto:bdcole@scafd.com). Officer hours are M-F, 0800-1300. If in the future, you do not want to be included in the quote process, please advise.

Thank you for your participation.

Sincerely,  
Brent Cole  
Fire Chief

# SWARTZ CREEK AREA FIRE DEPARTMENT

8100 B CIVIC DRIVE  
 SWARTZ CREEK, MI 48473

# INVOICE

Invoice Number: 051612  
 Invoice Date: May 16, 2012  
 Page: 1  
*Duplicate*

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

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	Due Date
	Courier		5/31/12

Quantity	Item	Description	Unit Price	Amount
130.43	FIRE02	FIRE SERVICE 04/2012	13.19	1,720.04

Subtotal	1,720.04
Sales Tax	
Total Invoice Amount	1,720.04
Payment/Credit Applied	
<b>TOTAL</b>	<b>1,720.04</b>

Check/Credit Memo No:

# SWARTZ CREEK AREA FIRE DEPARTMENT

8100 B CIVIC DRIVE  
 SWARTZ CREEK, MI 48473

# INVOICE

Invoice Number: 051613  
 Invoice Date: May 16, 2012  
 Page: 1

*Duplicate*

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

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	Due Date
	Courier		5/31/12

Quantity	Item	Description	Unit Price	Amount
196.18	FIRE02	FIRE SERVICE 04/201	13.13	2,576.34

Subtotal	2,576.34
Sales Tax	
Total Invoice Amount	2,576.34
Payment/Credit Applied	
<b>TOTAL</b>	<b>2,576.34</b>

Check/Credit Memo No:

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

					12-May-12
DATE:	CHECKS	PAYEE:	AMT	ACCT	TRANSACTION DESCRIPTION
4/2/2012	16013	BRADY'S BUSINESS SYSTEM	\$34.03	4801	M/A-COPIER
4/2/2012	16014	CHARTER COMMUNICATIONS	\$64.25	4850	PHONE STA 2
4/2/2012	16015	CITY OF SWARTZ CREEK	\$1,312.87	2202	REIMB OF OVERCHARGE OF TRAIN. PAY
4/2/2012	16016	CLAYTON TOWNSHIP	\$1,312.87	2202	REIMB OF OVERCHARGE OF TRAIN. PAY
4/2/2012	16017	DOUGLASS SAFETY	\$52.50	4978	SCBA REPAIR
			\$9.13	4727	SHIPPING
4/2/2012	16018	HALT FIRE	\$298.00	4978	VALVES
			\$9.26	4727	SHIPPING
4/2/2012	16019	ICMA	\$70.00	22023	DF COMP EE PORTION
4/2/2012	16020	J&K CANVAS	\$40.00	4978	TURN OUT GEAR REPAIR
4/2/2012	16021	LOWES	\$18.00	4741	EQUIPMENT SUPPLIES
			\$12.96	4728	BUILDING SUPPLIES
4/2/2012	16022	TRUDY ONORE	\$30.00	4801	CLEAN STA 1 APRIL
4/2/2012	16023	PETTY CASH	\$12.00	4978	CHAIN SAW SHARPENING
			\$33.46	4727	SHIPPING
4/9/2012	16024	CLAYTON TOWNSHIP	\$40.51	4920	SEWER STA 2
4/9/2012	16025	SCAFA	\$319.00	22024	ASSOC. DUES
4/9/2012	16026	FRIEND OF THE COURT	\$20.21	22026	FOC
4/9/2012	16027	GILL ROYS	\$16.22	4741	EQUIPMENT SUPPLIES
			\$4.58	4728	BUILDING SUPPLIES
4/9/2012	16028	ICMA	\$373.51	22023	DF COMP EE PORTION
	(INTERNTL CITY/COUNTY MGT ASSOC.)		\$243.00	4708	DF COMP ER PORTION
4/9/2012	16029	MCLAREN	\$2,216.00	4709	PHYSICALS
4/9/2012	16030	PETER SHEK	\$10.11	22027	GARNISHMENT
4/9/2012	16031	STATE OF MICHIGAN	\$301.87	22022	03/2012 STATE TAX
4/9/2012	16032	TRI COUNTY DIESEL	\$2,926.12	4978	BRAKES 41-12
4/9/2012	16033	VALLEY PETROLEUM	\$198.27	4741	FUEL
4/16/2012	16034	CITY OF SWARTZ CREEK	\$600.87	4920	GAS/ELE/SEWER-STA 1
4/16/2012	16035	COMCAST	\$181.80	4850	PHONE/INTERNET STA 1
4/16/2012	16036	CONSUMERS ENERGY	\$368.64	4920	UTILITIES- STA 2
4/16/2012	16037	ICMA	\$70.00	22023	DF COMP EE PORTION
4/16/2012	16038	P&W PAGING	\$170.00	4978	PAGER REPAIR
			\$98.75	4741	BELT CLIPS
			\$12.75	4727	SHIPPING
4/16/2012	16039	STATE OF MICHIGAN	\$130.10	22022	03/2012 STATE TAX
4/16/2012	16040	VISA	\$14.47	4727	COMPUTER CABLE/SHIPPING
			\$45.92	4741	BATTERIES
			\$97.95	4988	COMPUTER SOFTWARE
4/23/2012	16041	LYNN BURKLEY	\$34.10	4741	HELMET NUMBERS
4/23/2012	16042	LOWES	\$92.81	4728	BUILDING SUPPLIES
4/23/2012	16043	TUV RHEINLAND	\$413.45	4978	LADDER RECERTIFICATION

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

4/23/2012	16044	VALLEY PETROLEUM	\$257.18	4741	FUEL
4/30/2012	16045	CHARTER COMMUNICATIONS	\$64.17	4850	PHONE STA 2
4/30/2012	16046	ICMA	\$70.00	22023	DF COMP EE PORTION
4/30/2012	16047	TRUDY ONORE	\$30.00	4801	CLEAN STA 1 MAY
			(\$431.95)	22022	03/12 STATE TAX
			\$2,041.44	22021	04/12 SOC SEC
			\$312.56	22022	04/12 STATE TAX PAYABLE
			\$1,044.00	1002	04/04 PAYROLL
			\$4,826.77	1002	04/11 PAYROLL
			\$1,094.00	1002	04/18 PAYROLL
			(\$70.00)	22023	DF COMP EE PORTION PAYABLE
			(\$1,312.87)	2202	REIMB OF OVERCHARGE OF TRAIN. PAY
			(\$1,312.87)	2202	REIMB OF OVERCHARGE OF TRAIN. PAY
		TOTAL	\$18,922.77		

VOID CHECKS:

# ELECTRICAL PERMIT APPLICATION

Genesee County

## CITY OF SWARTZ CREEK

8083 CIVIC DR. \* SWARTZ CREEK, MICHIGAN 48473 \* Phone (810) 635-4464 \* Fax (810) 635-2887

Authority: 1972 PA 230  
Completion: Mandatory to obtain permit  
Penalty: Permit can not be issued

I. Job Location Willis

(Kincaid field)

NAME OF OWNER/AGENT <u>5043/5045 MORRISH ST</u>		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:	
		COUNTY <u>G</u>	

### II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS <input checked="" type="checkbox"/> Contractor <input type="checkbox"/> Homeowner		NAME <u>ELITE ELECTRICAL SYSTEMS</u>		STATE LICENSE NUMBER <u>6106052</u>		EXPIRATION DATE <u>12-31-2012</u>	
ADDRESS (Street Number and Name) <u>11444 TOWER RD</u>				STATE REGISTRATION NUMBER		LOCAL LICENSING JURISDICTION	
CITY <u>Byron</u>		STATE <u>MI</u>		ZIP CODE <u>48418</u>		LOCAL LICENSE NUMBER	
						EXPIRATION DATE	
TELEPHONE NUMBER (Include Area Code) <u>810-397 5897</u>				FEDERAL EMPLOYER ID NUMBER (or reason for exemption)			
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption) <u>FARM BUR</u>				UIA NUMBER (or reason for exemption)			

### III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input checked="" type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

### IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

1. When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
2. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box below "Plans Not Required."

What is the rating of the service or feeder in ampere? \_\_\_\_\_

What is the building size in square footage? \_\_\_\_\_

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Submission No. \_\_\_\_\_  Plans Not Required

### V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit) <u>Marvin D. Kim</u>	DATE <u>5-21-12</u>
--	------------------------

### VI. Homeowner Affidavit

I hereby certify the electrical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City Electrical Inspector. I will cooperate with the City Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

**VII. Fee Clarification**

**Item #17, Mobile Home Unit Site:**

When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites. When setting a HUD mobile home in a park, a permit must include the application fee and a feeder. This shall be done by a licensed electrical contractor. When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service and feeder.

**VIII. Fee Chart - enter the number of items being installed, multiply by the unit price for total fee.**

	Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00
<b>Service</b>			
2. Through 200 Amp.	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00	1	15
4. Over 600 Amp. thru 800 Amp.	\$20.00		
5. Over 800 Amp. thru 1200 Amp.	\$25.00		
6. Over 1200 Amp. (GFI only)	\$50.00		
7. Circuits	\$5.00	1	5
8. Lighting Fixtures - per 25	\$6.00		
9. Dishwasher	\$5.00		
10. Furnace - Unit Heater	\$5.00		
11. Electrical - Heating Units (baseboard)	\$4.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00		
<b>Signs</b>			
13. Unit	\$10.00		
14. Letter	\$15.00		
15. Neon - each 25 feet	\$20.00		
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00		
17. Mobile Home Park Site*	\$6.00		
18. Recreational Vehicle Park Site	\$4.00		

	Fee	# Items	Total
<b>K.V.A. &amp; H. P.</b>			
19. Units up to 20	\$6.00		
20. Units 21 to 50 K.V.A. or H.P.	\$10.00		
21. Units 51 K.V.A. or H.P. & over	\$12.00		
<b>Fire Alarm Systems (not smoke detectors)</b>			
22. Up to 10 devices	\$50.00		
23. 11 to 20 devices	\$100.00		
24. Over 20 devices	\$5.00 each		
<b>Data / Telecommunication Outlets***</b>			
31. 1 - 19 devices	\$5.00 each		
32. 20 - 300 devices	\$100.00		
33. Over 300 devices	\$300.00		
25. Energy Retrofit - Temp. Control	\$45.00		
26. Conduit only or grounding only	\$45.00		
<b>Inspections</b>			
27. Special/Safety Insp. (includes cert. fee)	\$50.00		
28. Additional Inspection	\$50.00		
29. Final Inspection	\$50.00		
30. Certification Fee**	\$20.00		

Total Fee (Must include the \$50.00 non-refundable application fee)

70.00

Make checks payable to "City of Swartz Creek"

\* See VII. Fee Clarification Item #17 above  
 \*\* Required for all school and state-owned construction projects  
 \*\*\* The Michigan Electrical Code Rules no longer contain requirements to permit and inspect data and telecommunications wiring; therefore, this section is voluntary.

**IX. Instructions for Completing Application**

**General:** Electrical work shall not be started until the application for permit has been filed with the City of Swartz Creek. All installations shall be in conformance with the Michigan Electrical Code. No work shall be concealed until it has been inspected. The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

**Expiration of Permit:** A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.

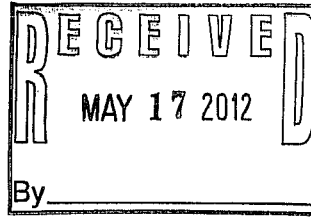
VALIDATION AREA



michigan municipal league

**Workers' Compensation Fund**

May 16, 2012



MaryJo Clark  
City Of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

Dear Ms. Clark:

Enclosed are the following documents for your Workers' Compensation coverage renewal for the period July 1, 2012 to June 30, 2013.

- Policy Declaration
- Certificate of Membership
- Invoice (payable by June 15<sup>th</sup>)

This year, the Fund has been authorized to distribute \$ 7 million of surplus for the Fund years ending June 30, 1993, 1996, 1999, 2000, 2002 through 2004, and 2011. Your proportionate share of the distribution is shown below:

**Dividend Credit            \$6,532.00    Applied to this year's renewal premium**

Please review the enclosed documents and contact me at 248-204-8530 if you have any questions.

Sincerely,

*Laura Martin*

Laura Martin, AIS, AU, AINS  
Fund Underwriter

Enclosures  
5000860-12

Service Provider: **Meadowbrook® Insurance Group**

Loss Control & Member Services: P.O. Box 5174, Southfield, MI 48037 PH: 248.358.1100 • 800.482.2726 • FX: 248.358.0534  
Southfield Claims Service: P.O. Box 5174, Southfield, MI 48086-5174 PH: 248.358.1100 • 800.482.2726 • FX: 248.358.3251  
Grand Rapids Claims: 3501 Lake Eastbrook S.E., Suite 150, Grand Rapids, MI 49546 PH: 616.942.0311 • 800.752.7477 • FX: 616.942.0390



**Michigan Municipal League Workers' Compensation Fund**

05/16/2012

Declaration Page

5000860-12

City Of Swartz Creek  
 Attn: MaryJo Clark  
 8083 Civic Drive  
 Swartz Creek, MI 48473

Coverage Period 7/1/2012 to 6/30/2013

RENEWAL

Class Code	Class Description	Estimated Annual Payroll	Rate per \$100 of Payroll	Estimated Annual Premium
5509-00	Street Operations	111,366	6.00	6,682
7520-00	Water Operations	79,141	3.35	2,651
7580-00	Sewer Operations	49,704	2.22	1,103
7720-01	Police Officers	556,939	2.46	13,701
8395-00	Garage Operations	18,925	3.03	573
8810-01	Clerical-Office	410,182	0.42	1,723
8810-02	Elected Officials	37,683	0.20	75
9015-00	Building Operations	32,958	3.42	1,127
9102-00	Parks & Recreation	19,148	2.64	506
9220-00	Cemetery Operations	116	3.15	4
9410-00	Municipal Employee	18,942	1.05	199
	Totals:	\$1,335,104		\$28,344

Coverage Amount

Employers Liability: \$500,000  
 Workers' Compensation: STATUTORY

Total Standard Premium	\$28,344
Increased Employers Liability Limit	\$0
Experience Modifier: .92	(\$2,268)
Modified Premium	= \$26,076
Size of Premium Credit	(\$81)
Expense Constant	\$150
Total Estimated Premium	= \$26,145
(Dividend Credit)	(\$6,532)
<b>NET ESTIMATED ANNUAL PREMIUM</b>	<b>=57 \$19,613</b>

<b>Annual Premium Due By June 15th:</b>	<b>\$19,613</b>
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michigan municipal league

# Workers' Compensation Fund

1675 Green Road  
Phone: (800) 653-2483

Ann Arbor, MI 48105-2530  
Fax: (734) 741-1774

## INVOICE

Swartz Creek, City Of  
8083 Civic Drive  
Swartz Creek, MI 48473

Customer #: 5000860-12  
Invoice #: 6331201  
Installment #:  
Invoice Date: 05/16/2012  
Due Date: 06/15/2012

Payment Amount: \$ \_\_\_\_\_

Make Payable and mail to: MML Workers' Comp Fund  
P.O. Box 972081  
Ypsilanti, MI 48197-0835

Please remit top portion with payment

For any questions regarding payment information, please contact Insurance Accounting at (734) 669-6373.  
For any questions regarding invoice or policy information, contact Underwriting at (248) 204-8530.

## MICHIGAN MUNICIPAL LEAGUE WORKERS' COMPENSATION FUND

Invoice No: 6331201

Invoice Date: 05/16/2012

Due Date: 06/15/2012

POLICY/REF NO.	DESCRIPTION	AMOUNT
5000860-12	Policy Premium 7/1/2012 to 7/1/2013	\$19,613.00
	TOTAL DUE	\$19,613.00

# Ace Outdoor Services LLC.

P.O. Box 779  
Grand Blanc, MI 48480

# Invoice

Date	Invoice #
5/21/2012	4438

Bill To
City of Swartz Creek 8083 Civic Dr. Swartz Creek, MI 48473

Terms	Due Date
Net 30	6/20/2012

Description of Services	Serviced	Amount
Lawn Service (4056 Elms Rd.)	5/19/2012	35.00
Thank you for your business.		<b>Total</b> \$35.00

PHONE #: (810) 820-8313  
E-MAIL: Aaron.W@AceOutdoorServices.com

Payments/Credits	\$0.00
<b>Balance Due</b>	<b>\$35.00</b>



May 15, 2012

Tom Svreck  
City of Swartz Creek  
8083 Civic Dr.  
Swartz Creek, MI 48473

Dear Tom,  
For the week of May 7, 2012 Republic Services collected an estimated 43 tons of trash due to the flooding that took place during the course of May 3<sup>rd</sup> and 4<sup>th</sup>. Carpeting and furniture were among the items collected.

The normal trash volume collected for the City is 27 tons. Republic Services is happy to provide this service and looks forward to assisting the City in any way it can.

Sincerely,

Gary Hicks  
Municipal Services Manager

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G 3528 Torrey Road  
Flint, MI 48507  
810.639.3328 • Fax 810.341.1081  
[www.republicservices.com](http://www.republicservices.com)