

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, January 9, 2023, 7:00 P.M.
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473
THIS WILL BE A HYBRID MEETING, WITH IN PERSON ATTENDANCE BY COUNCIL MEMBERS.**

1. **CALL TO ORDER:**
2. **INVOCATION & PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
4A. Council Meeting of December 12, 2022 MOTION Pg. 26
5. **APPROVE AGENDA:**
5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
6A. City Manager's Report MOTION Pg. 8
6B. Staff Reports & Meeting Minutes Pg. 33
6C. Elms Park Usage and Waiver Request Pg. 63
6D. Draft Economic Development Letter & Agreement Pg. 67
6E. Comcast Notice Pg. 70
6F. Miller Road Professional Services Pg. 71
6G. Fire Truck Specifications LINK
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Selection of City Council Member RESO Pg. 21
8B. Park Use and Waiver Request RESO Pg. 22
8C. Appointment RESO Pg. 23
8D. Fire Truck Purchase RESO Pg. 23
8E. Economic Development Agreement DISCUSSION
8F. Miller Road Final Engineering Services RESO Pg. 24
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 25

Next Month Calendar

Downtown Development Authority:	Thursday, January 12, 2023, 6:00 p.m., PDBMB (Cancelled)
Fire Board:	Monday, January 16, 2023, 6:00 p.m., Station #1
Park Board:	Tuesday, January 17, 2023, 5:30 p.m. PDBMB
Zoning Board of Appeals:	Wednesday, January 18, 2023, 6:00 p.m., PDBMB
City Council	Monday, January 23, 2023, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, January 25, 2023, 11:00 a.m., Metro HQ
Planning Commission:	Tuesday, February 7, 2023, 7:00 p.m., PDBMB

City of Swartz Creek Mission Statement

The City shall provide a full range of public services in a professional and competent manner, assuring that the needs of our constituents are met in an effective and fiscally responsible manner, thus promoting a high standard of community life.

City of Swartz Creek Values

The City of Swartz Creek's Mission Statement is guided by a set of values which serve as a common operating basis for all City employees. These values provide a common understanding of responsibilities and expectations that enable the City to achieve its overall mission. The City's values are as follows:

Honesty, Integrity and Fairness

The City expects and values trust, openness, honesty and integrity in the words and actions of its employees. All employees, officials, and elected officials are expected to interact with each other openly and honestly and display ethical behavior while performing his/her job responsibilities. Administrators and department heads shall develop and cultivate a work environment in which employees feel valued and recognize that each individual is an integral component in accomplishing the mission of the City.

Fiscal Responsibility

Budget awareness is to be exercised on a continual basis. All employees are expected to be conscientious of and adhere to mandated budgets and spending plans.

Public Service

The goal of the City is to serve the public. This responsibility includes providing a wide range of services to the community in a timely and cost-effective manner.

Embrace Employee Diversity and Employee Contribution, Development and Safety

The City is an equal opportunity employer and encourages diversity in its work force, recognizing that each employee has unlimited potential to become a productive member of the City's team. Each employee will be treated with the level of respect that will allow that individual to achieve his/her full potential as a contributing member of the City staff. The City also strives to provide a safe and secure work environment that enables employees to function at his/her peak performance level. Professional growth opportunities, as well as teamwork, are promoted through the sharing of ideas and resources. Employees are recognized for his/her dedication and commitment to excellence.

Expect Excellence

The City values and expects excellence from all employees. Just "doing the job" is not enough; rather, it is expected that employees will consistently search for more effective ways of meeting the City's goals.

Respect the Dignity of Others

Employees shall be professional and show respect to each other and to the public.

Promote Protective Thinking and Innovative Suggestions

Employees shall take the responsibility to look for and advocate new ways of continuously improving the services offered by the City. It is expected that employees will perform to the best of his/her abilities and shall be responsible for his/her behavior and for fulfilling the professional commitments they make. Administrators and department heads shall encourage proactive thinking and embrace innovative suggestions from employees.

**CITY OF SWARTZ CREEK
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
MONDAY, JANUARY 9, 2023, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **January 9, 2023** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain the notice in alternate formats, please contact Connie Olger, 810-429-2766 48 hours prior to meeting,

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID** number (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provide below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (DMTF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View participant list-opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” show the active speaker.

Connie Olger is inviting you to a scheduled Zoom meeting.

Topic: Swartz Creek City Council Meeting

Time: January 9, 2023 at 7:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83096401128>

Meeting ID: 830 9640 1128

One tap mobile

+13017158592,,83096401128# US (Washington DC)

+13126266799,,83096401128# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 830 9640 1128

Find your local number: <https://us02web.zoom.us/u/kz4Jb4etg>

If you have any further questions or concern, please contact 810-429-2766 or email colger@cityofswartzcreek.org.

A copy of this notice will be posted at City Hall, 8083 Civic Drive, Swartz Creek, Michigan.

CITY OF SWARTZ CREEK VIRTUAL (ELECTRONIC) MEETING RULES AND PROCEDURES

In order to conduct an effective, open, accessible, and professional meeting, the following protocols shall apply. These protocols are derived from the standard practices of Swartz Creek public meetings, Roberts Rules of Order, the City Council General Operating Procedures, and other public board & commission procedures. These procedures are adopted to govern participation by staff, councilpersons and members of the public in all City meetings held electronically pursuant to PA 228 of 2020. Note that these protocols do not replace or eliminate established procedures or practices. Their purpose is to augment standing expectations so that practices can be adapted to a virtual meeting format.

The following shall apply to virtual meetings of the city's public bodies that are held in accordance with the Open Meetings Act.

1. Meetings of the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Park Board, or committees thereunder may meet electronically or permit electronic participation in such meetings insofar as (1) the Michigan Department of Health and Human Services restricts the number of persons who can gather indoors due to the COVID-19 pandemic; (2) persons have an illness, injury, disability or other health-related condition that poses a risk to the personal health or safety of members of the public or the public body if they were to participate in person; or (3) there is in place a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or other person authorized to declare a state of emergency or disaster.
2. All meetings held hereunder must provide for two-way communication so that members of the public body can hear and respond to members of the general public, and vice versa.
3. Members of the public body who participate remotely must announce at the outset of the meeting that he/she is in fact attending the meeting remotely and by further identifying the specific physical location (by county, township, village and state) where he/she is located. The meeting minutes must include this information.
4. Notice of any meeting held electronically must be posted at the City Offices at least 18 hours before the meeting begins and must clearly explain the following:
 - (a) why the public body is meeting electronically;
 - (b) how members of the public may participate in the meeting electronically, including the specific telephone number, internet address or similar log-in information needed to participate in the meeting;
 - (c) how members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting;
 - (d) how persons with disabilities may participate in the meeting.

5. The notice identified above must also be posted on the City's website homepage or on a separate webpage dedicated to public notices for non-regularly scheduled or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes the meeting's purpose.
6. The City must also post on the City website an agenda of the meeting at least 2 hours before the meeting begins.
7. Members of the public may offer comment only when the Chair recognizes them and under rules established by the City.
8. Members of the public who participate in a meeting held electronically may be excluded from participation in a closed session that is convened and held in compliance with the Open Meetings Act.

MAINTAINING ORDER

Public body members and all individuals participating shall preserve order and shall do nothing to interrupt or delay the proceedings of public body.

All speakers shall identify themselves prior to each comment that follows another speaker, and they shall also indicate termination of their comment. For example, "Adam Zettel speaking. There were no new water main breaks to report last month. That is all."

Any participants found to disrupt a meeting shall be promptly removed by the city clerk or by order of the Mayor. Profanity in visual or auditory form is prohibited.

The public body members, participating staff, and recognized staff/consultants/presenters shall be the only participants not muted by default. All other members must request to speak by raising their digital hand on the virtual application or by dialing *9 on their phone, if applicable.

MOTIONS & RESOLUTIONS

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member whom reads/moves for a motion may oppose, argue against or vote no on the motion.

PUBLIC ADDRESS OF COUNCIL

The public shall be allowed to address a public body under the following conditions:

1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.
2. Individuals shall seek to be recognized by raising their digital hand as appropriate on the digital application.

3. Petitioners are encouraged to appropriately identify their digital presence so they can be easily recognized during business. If you intend to call in only, please notify the clerk in advance of your phone number.
4. The city clerk shall unmute participants and the members of the public based upon the direction of the mayor or chair. Participants not recognized for this purpose shall be muted by default, including staff, petitioners, and consultants.
5. Individuals shall be allowed five (5) minutes to address the public body, unless special permission is otherwise requested and granted by the Mayor or Chair.
6. There shall be no questioning of speakers by the audience; however, the public body, upon recognition of the Mayor or Chair, may question the speaker.
7. No one shall be allowed to address the public body more than once unless special permission is requested, and granted by the Mayor or Chair.
8. One spokesperson for a group attending together will be allowed five (5) minutes to address the public body unless special permission has been requested, and granted by the Mayor or Chair.
9. Those addressing the public body shall refrain from being repetitive of information already presented.
10. All comments and / or questions shall be directed to and through the Mayor or Chair.
11. Public comments (those not on the agenda as speakers, petitioners, staff, and consultants) are reserved for the two "Public Comment" sections of the agenda and public hearings.

VOTING RECORD OF PUBLIC BODIES

All motions, ordinances, and resolutions shall be taken by "YES" and "NO" voice vote and the vote of each member entered upon the journal.

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, January 9, 2023 - 7:00 P.M.

TO: *Honorable Mayor, Mayor, Pro-Tem & Council Members*

FROM: Adam Zettel, City Manager

DATE: January 4, 2023

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*Update*)

As of writing, O'Reilly's appears to have dropped their appeal. I will affirm this in the coming days. The previous report follows:

We only have one pending tax appeal for 2022, and that is O'Reilly's. Our assessor believes we may be able to cooperate with Frankenmuth City on an appraisal and strategy. As of writing, she is seeking firms and prices to conduct an appraisal. Frankenmuth uses the same assessor and legal counsel as the city.

✓ **STREETS** (*See Individual Category*)

✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** (*Business Item*)

The Morrish Road project is fully open to traffic and substantially complete. This project should be behind us very shortly. I will be inspecting the project with the engineer to see if it is ready to close out. I have some concerns about some apparent reflective cracking. While cracking over joints is not uncommon for rehabilitation projects, I believe there is a substantial amount that may be cause for concern. This is most notable around Fortino and the storage units on Morrish.

We have an agreement with the MDOT for the Miller Road buyout, which might make funds available for 2023. With that said, we are looking to bid in the late winter and need to finalize preliminary engineering. OHM has completed much of this, but there is still work to do. The scope of remaining work is small for a project this size and is attached in a proposal. Note that they will be preparing the project for bid as if a full MDOT build was to occur, however, the city can reduce the scope based upon cost or desire. For example, their services will include survey and design for ADA compliance of adjacent sidewalks, but this is not required.

The federal award for this project has been increased from \$1,054,959 to \$1,249,499. At 90%, our share is up to \$1,124,549 from \$949,463. This money will be much less restricted road money, which should enable us to complete the necessary resurfacing, joint work, curb, and drainage, without needing to focus on other MDOT requirements. Note that cost increases and the continuing need to pay Davis Bacon wages may still dig into local reserves.

If bids are low, funds can be spent to expand the project scope as we see fit. There is no shortage of deferred maintenance on other major streets (south Morrish, concrete portions of Miller, and even parts of east Miller and Elms). Another options is some

striping or lane change configurations downtown, should the city wishes to explore on-street parking on Miller from Morrish to Hayes.

With that said, OHM has modeled an option for this segment with on street parking. I included their letter in a previous report, which includes a practical narrative, layout, and much technical data. In short, we can accommodate the parking, but it is not as extensive as most would like. As previously noted, it will certainly have the mixed impact of slowing traffic, as well as the obvious increase to parking spaces, an increased buffer for sidewalk uses. The study was in the November 14, 2022 council packet. We will need to decide if we wish to pursue this prior to having the roadwork commence.

The DDA discussed this matter at their meeting on November and December meetings. There was support and opposition, with no recommendation.

✓ **STREET PROJECT UPDATES** *(No Change of Status)*

This is a standing section of the report on the status of streets as it relates to our dedicated levy, 20 year plan, ongoing projects, state funding, and committee work. Information from previous reports can be found in prior city council packets.

All street work for 2022 is substantially complete. Road paint has been completed on Bristol, Seymour, and Hill. However, there are still some missing stop bars and specialty markings (approved at the September 12 meeting). Note that Seymour now has a double yellow line centered on the street, with edge lines included to provide for shoulders on both sides. The lane width is at 10.5'. This should result in traffic calming and provide a safer space for bikers.

OHM is preparing preliminary engineering for the remainder of Winchester Village and Winchester Woods. This is a very large scope of work. As observed with the recent streets in the Village, the water main that is in place is 70-year-old cast iron, with failing joints. As such, it is imperative to replace water main for those streets that have original pipe (note that this excludes Don Shenk, which has ~20 year old water main, with a corresponding top coat of asphalt).

In order to tackle such a large scope of water main, we intent to bond with the USDA for another phase. This means that the water main work must be completed in two construction seasons. The removal of the street and existing main further necessitates that the streets be completed in the same timeline. As such, a street bond is prudent.

We are currently finalizing the USDA borrowing process and should be ready to bid the water main and streets this winter. The USDA and street bond processes will be conducted concurrently, but they are separate and distinct. Because of the importance and complexity. I am adding a new section to the packet to cover the borrow process specifically.

✓ **BRIDGE WORK** *(No Change of Status)*

This project has been pushed back to spring of 2023. The previous report follows.

We are cooperatively bidding work for the Elms Road bridge with the Genesee County Road Commission. The work required consists of an epoxy overlay on the Elms Road bridge. This work was called for during the last bridge inspection. The proposal from the GCRC indicates that the total cost is expected to be \$25,000. Because this is being bid with sixteen other county bridges, we expect the cost to be lower.

The county indicates that traffic will be maintained and no detours will be required.

✓ **WATER – SEWER ISSUES PENDING** *(See Individual Category)*

✓ **SEWER REHABILITATION PROGRAM** *(No Change of Status)*

We are working with the contractor to map all lining projects done to date, as well as recent cleaning and televising. Once complete, we will use this information to compare to our 20-year lining program and make recommendations for 2023 lining work. We will also be putting together a more formal five-year city-wide cleaning program, based upon this information. I hope to have this in front of the council in January.

✓ **WATER MAIN REPLACEMENT - USDA** *(Update)*

We are preparing for bidding, which requires a number of administrative tasks for staff, the city attorney, and our consultants. In addition, we are also pursuing a plastic pipe option. This could be a big change from previous norms.

Plastic (PVC) pipe is now being more widely used across the nation, including Genesee County. Obvious benefits include a long life, reduced cost, quick delivery, and easy installation. The downside is that it is new, it is not traceable with metal detectors, and it is more complicated to tap into after installation. The biggest downside is that the county makes this difficult to use in communities that pass water along to other wholesale communities because they have not yet approved it (the EPA and EGLE have).

As such, there are additional complications and costs to engineer a system for the PVC that utilizes check valves to keep PVC contacted water out of our recipient communities (Gaines Township and Clayton Township).

Despite these difficulties, which we chose not to face with Phase I, we may now need to consider plastic. The cost is about half of ductile at this point and can be readily delivered, whereas ductile may be a one year order. Therefore, I have requested to have OHM work on a PVC option for our bid package, in conjunction with Genesee County.

Concerning the loan, we are looking at about \$270,000 in annual loan installments to pay for phase II. No grant funds were included this round.

See the new borrowing section below. In addition to the USDA lending, we considered an application to the Michigan Drinking Water State Revolving Fund. As revealed in late 2022, this program is not competitive for our needs.

This water project, regardless of the funding source, will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (partial section only)

If we can bid in early 2023, then 2023 and 2024 could see the total completion of all Village water main and streets. See the new section in the packet related to the borrowing for the USDA Phase II and road projects.

✓ **WATER SYSTEM MISCELLANEOUS** *(No Change of Status)*

As presented by the GCDC on April 12, the new county Master Plan includes a northern loop and southern loop option to provide redundancy and stability to the system. This is good news since Gaines and Clayton Township rely on the overstressed Miller line. There will not be any cost participation by the city, but the timeline is unclear. There are rumors that recovery act funds may be put forth to accelerate a loop.

The city is revisiting an effort to work with the county to abandon the 8" Dye Road water main in the vicinity of the rail line (west side of Dye). This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county 16" line. It appears the transition cost would be about \$25,000. Mr. Harris and I have learned of the needs from the county and are ready to proceed. We may look to add this as USDA work or bring back a separate proposal. Note that the city line will be abandoned, but the city will still retain the customers.

✓ **COMMERCIAL METERS AND TRANSPONDERS** *(No Change of Status)*

The site license agreement for use of the tower on Elms Road has been executed. We await component delivery for installation. I will keep the council informed on the timeline for product availability, installation, and use. See the report from August 11, 2022 for details on this program.

✓ **STORM WATER MANAGEMENT** *(No Change of Status)*

The city has a template stormwater management practices maintenance agreement. This is the instrument that the state is requiring municipalities to enter into with private land developer in order to ensure their private storm water systems function as designed for perpetuity. We are seeking input on the instrument from EGLE prior to entering into such agreements. An example in which one is needed is the new Brewer Townhome site, which has surface and underground stormwater assets that drain to the public system.

Concerning our routine review, we have submitted a response to EGLE that we believe is reasonable. This should address all aspects of the notice that required a response. Note that the city has funded training, policy development, public education, testing, and reporting. The one item that may continue to be a problem is the construction composition and location of the city's salt barn. See the report from August 11, 2022, for details. We will obviously keep the council informed on the status of the notice of violation and our efforts to improve water quality.

✓ **HERITAGE VACANT LOTS** (*No Change of Status*)

The last of the lots acquired prior to the special assessment have been sold. The city also has two more lots that were acquired through the tax reversion process. There is interest by the builder to proceed with acquisition and construction. This would finally clear us of the subdivision and put the association in a better position to build membership and dues for their operations.

Though the city cannot retain funds in addition to expenses for these lots, we are still expected to sell them at market value. Listings in Heritage for vacant units are \$10,000-\$12,000, and none of them are moving. I propose a price of \$10,000 for each lot. If there is no objection, I will bring this back to the council for the first step of the sale process.

✓ **NEWSLETTER** (*Update*)

The winter newsletter is scheduled to go out the second week of January. Let me know what you think and if you have any future content.

✓ **CONSTRUCTION & DEVELOPMENT UPDATE** (*See Individual Category*)

This will be a standing section of the report that provides a consolidated list for a brief status on public and private construction/developmental projects in the city.

1. **The Genesee Valley Trail Extension construction is underway and almost done!** We also had a loop installed in Elms Park with left over millings. We may have budget to expand this or add one at Abrams. As of writing the SRTS project appears to be a 2023 project. Concerning the greenbelt, we are proceeding with applying grass anywhere where there is 18" or more of space.
2. (*Update*) **The raceway owner is still considering racing.** I met with the owner on December 15th. He indicates that he has demolitions scheduled for the outbuildings for this spring. He is also going to be more aggressively looking to repurpose the site moving forward. For now, they have a temporary zoning permit to store surplus vehicles for GM. See details below.
3. (*Update*) **The demolition of Mary Crapo is underway. We will keep an eye on safety and debris.** My understanding is that the school has some unmet playing field or recreational needs, and they may be looking to locate some facilities or courts to this site. While the demolition of the school denies the community a contributing historic structure, I do not see a viable and predictable way to reuse the site. A time capsule from about 1928 has been discovered.
4. (*Update*) **The school bond will exceed \$50 million in district wide improvements that are close to completion.** The improvements so far are very impressive, especially what is occurring at the middle and high schools. Most buildings have enhanced access and dropoff lanes, as well as STEM labs.
5. (*Update*) **treet repair in 2022 is complete and approaching close-out.** As noted, we are inquiring with MDOT about early cracking on Morrish Road.
6. **The Brewer Condo Project is nearing completion of the first tri-plex.** We can affirm that a unit has sold! The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements. Not everyone is a fan, but we believe it will be a positive addition to the downtown in the long run. The builder is not certain when future phases will

continue. There are obvious concerns about supplies, pricing, interest rates, and the value of homes.

7. The next **Springbrook East** phase is under construction. **There appears to be a sale of this project occurring.** Nothing is official yet, but it is likely that there will be a new builder for future phases.
8. The **southwest corner of Elms & Miller** is seeing some increased activity. This is likely due to the consolidation of two more properties at a recent auction, greatly expanding the available footprint.

✓ **TAP/DNR TRAIL** (*No Change of Status*)

Work on the Genesee Valley Trail Extension is underway again. GM has wired money to cover the added costs of their reconfiguration and mobilization of the contractor. There has been an obvious delay in construction finalization while GM worked with us and the contractor to modify their driveway (at the expense of GM). Concrete work is to be complete this week. Some work will need to wait until spring at this point, especially restoration.

Concerning the greenbelt, we are proceeding with applying grass anywhere there is 18" or more of space. Note that some features will be billed separate from the main contract, but they are required to meet grantor standards (such as the inclusion of benches and signage).

In other news, there is some interest from the community to conduct a ribbon cutting event for this expansion. There is a tentative event planned for May, which will focus on Elms Park, include a trail walk/ride to the Flint Township Veterans Memorial and back, and keynote speakers. It would be good to involve our officials and local businesses in a public event.

✓ **SAFE ROUTES TO SCHOOL** (*No Change of Status*)

OHM is preparing all documents for final obligation of funds. This should enable us to bid this winter and complete the project in 2023.

This is a substantial grant for another \$650,000+ for trails and walkways in the community! This will enable installation of paths near the middle school, Elms, and Syring for student safety. These connections will also enhance our trail network. Note that inflation is going to be a big concern with this project, since funds are capped, and the scope of work is fixed. It is highly unlikely that the original budget is going to be adequate.

As of writing, we have an executed Kincaid easement. We await approval by MDOT for all easements.

✓ **REDEVELOPMENT READY COMMUNITIES** (*Update*)

Our community needs to find specific projects to exercise a crowd funding match for a public place enhancement. This is a big deal and can provide up to \$50,000 towards a downtown project!

The DDA is taking the lead on this. At their November and December meetings, they initiated a search for statue and metal working artists. Their intention is to scale a project in the downtown that includes some sort of arch/gateway into Holland Square that includes

dragons. This could include a separate dragon statue or it could be integrated. They are also going to price some options to further enhance placemaking through the addition of interpretive signage and/or ice skating rink.

A link to this program is [here](#).

Burrito Bros, 8013 Miller, is applying for the Development District Liquor License, which the council supported. This process is taking longer than anticipated, but there is progress. As of mid-August, background checks have been completed.

✓ **TAX REVERTED PROPERTY USE** (*No Change of Status*)

The Wade Street property is in the flood plain. J.W. Morgan was looking at it, but they have their hands full elsewhere, and this is a marginal site. I think we should consider looking to sell the property to a neighbor or having a home built ourselves. For the later option, I suspect we will not get our money back in the sale. However, we can take a tax exempt property with annual maintenance costs and put it on the tax rolls. Doing so would provide over \$1,000 a year to our respective local levies & assessments...forever.

✓ **CDBG** (*No Change of Status*)

Applications were submitted for the 2022-2024 cycle which will go towards senior services and new downtown residential neighborhood sidewalks. We signed updated agreements to receive and use these funds on September 2nd. However, though funds will be available in 2023 for the sidewalks, this will not be until late fall. As such, this project is slated for 2024.

✓ **GIS MAPS** (*No Change of Status*)

Crews are now using GIS for applications such as hydrant inspections/winterization. The system now hosts nearly all the underground data that we possess for water, sanitary sewer, and storm sewer. We are working with our sewer restoration company to update the historical data on sanitary sewer.

✓ **DISC GOLF** (*No Change of Status*)

Shatter Chains has installed and begun use of nine baskets! We also met onsite with the disc golf folks and Glaeser Dawes in September. We are arranging the final restoration, which should leave us with a usable parking area, grass restoration, and a disc golf course. The disc golf group (Shattered Chains) will continue to work on establishing their course, launch pads, and baskets. As far as I know, all equipment is available.

I am curious to see if the slopes on the sledding hill will actually work for sledding...

Note that this site is the focus of the city grant writer and our efforts to secure funding at a large scale to construct the pavilion/bathrooms. See the additional section below on the SPARK grant.

✓ **PAVILION COMMITMENT/SPARK GRANT** (*Update*)

The Spark grant was submitted in December. I hear that up to 500 communities submitted applications. Hopefully, this is not the case. In any event, this was an additional opportunity for us. The grant writer will still be working on other funds in the coming year.

✓ **INGALLS STREET REPORT-SPEEDING** *(No Change of Status)*

OHM has delivered a memo regarding a striping option for Ingalls Street. This is in the November 14, 2022 council packet. Since this memo outlines a traffic calming solution based on new markings, there is nothing we can act on at this time that will result in action due to the lateness of the season.

In short, council could eliminate on street parking on Ingalls, which is little used. This would enable a center double yellow marking and edge lines which could constitute bike lanes. In combination with other pavement markings within lanes, as well as some strategic forestry, we could see some meaningful traffic calming on this corridor.

✓ **ECONOMIC DEVELOPMENT PARTNERSHIP** *(Business Item)*

Mundy Township hired a full time, exempt employee to perform economic development services. The person employed is Samantha Fountain, a former resident council member, regional chamber employee, and Director of Economic Development for Flint. She will be performing work as noted in the job description attached.

Township Administrator, Chad Young, has reached out to the city to gauge interest in a service sharing agreement. This is something we have been considering for some time, as we have been needing capacity with community and economic development, as well as downtown events and initiatives. In fact, this need is now very pronounced as the DDA seeks to pursue the crowdfunding project with the MEDC RRC program.

To that end, I am including a draft agreement that will enable services. I do not expect any action on this, but I wish to have the council input, if any.

✓ **CIVIC PARKING LOT SCOPE CHANGE** *(No Change of Status)*

The city council has approved a bid by Ace Saginaw Paving Company to resurface the civic parking lot. In addition, the council has approved a work scope change to double the thickness. We have agreeable prices from the prior USDA unit costs to do some necessary concrete work prior to paving. This includes some areas of broken curbing of the landscape islands, as well as failing sidewalk.

The big problem that we are having is the supply chain disruption to concrete. We are being informed by multiple sources, including our engineers and contractors, that concrete is being rationed to high priority and large-scale projects. It appears that the parking lot will not be completed this year. However, the contractor for the concrete indicates that he will hold his price for a spring installation. We seek the same assurance from Ace.

Note that we intend to remove the elevated concrete sidewalk that is in the middle of the parking lot. This will be replaced with asphalt, at grade, which we will mark for pedestrian use. This should improve accessibility, maintenance, and affordability. The senior center desires this as well, so they can locate ADA spaces to the center.

✓ **FIBER INSTALLATION** *(Update)*

Approvals are being granted for some of the work areas. Others have conflicts that still exist, and they are being worked out. The previous report follows:

OHM is reviewing the right of way permits for Frontier. Based upon a cursory review by myself, this appears necessary to avoid some conflicts in the right of way with their new 'flower pot' utility boxes. This process will take a few weeks and will cost the petitioner about \$5,000. The previous report follows.

Frontier is planning to expand the fiber communications network to the entire city. In the next 12-24 months, we should see buildout of the primary fiber network, which will enable nearly every commercial and residential user to have access.

In short, the network will follow the existing copper lines. If the lines are buried, the fiber will be bored into the same 'trench'. If they are aerial, the fiber will be wrapped into place on the existing lines. (Copper lines are required to remain in place because they function on their own battery backup system and provide an essential service during power outages).

We do not expect any new utility conflict issues, nor do we expect any of our right of ways to experience unreasonable disturbances or pavement breaks. We also talked at length about the need to clean up the current overhead wires in cases where there is superfluous cable/wire, sagging lines, stub poles, etc. They indicate this is a big part of the investment.

✓ **USDA AND ROAD BORROWING** *(No Change of Status)*

The resolutions stating our intention to borrow will be published in The View December 15, 2022. We will look to bid the projects and get a sense of costs and timing. After that, council will need to deliberate a final borrowing strategy.

✓ **FIRE EQUIPMENT UPDATE** *(Business Item)*

As noted in previous communications and by the chief at the November 28th meeting, some of the older fire trucks are giving the department fits. Equipment has been failing, resulting in the accumulation of much out-of-service time and financial resources. The Fire Chief is looking to fast-track purchase of a new engine. This is something that our plans call for in the next year. However, with deliveries 15-26 months out, he is seeking to prioritize a short delivery time in the selection process. The fire board is now requesting funds for a purchase using a modified selection process.

The cost to the city was expected to be \$425,000 upon delivery. With the information that I have, it appears the city cost is now \$473,955.50 up front. The chief notes that this price is to drop as specifications change. I do not have any further details, but there was a request by the fire department to have this on the January 9 agenda for consideration.

✓ **OTHER COMMUNICATIONS & HAPPENINGS** *(See Individual Category)*

✓ **MONTHLY REPORTS** *(Update)*

We have routine departmental reports for review.

✓ **COMCAST NOTICE** *(Update)*

Comcast is announcing some channel lineup changes.

✓ **BOARDS & COMMISSIONS** *(See Individual Category)*

✓ **PLANNING COMMISSION** *(Update)*

The planning commission cancelled their January 3 meeting. This was the first business day of the year, and attendance would not be where we would like it for training. The PC is expected to meeting on February 7th and be reviewing changes to the Downtown Planned Unit Development District in accordance with the most recent master plan. This will involve integrating the downtown design guidelines and build-out plan into the zoning code.

In addition, we have a new strategy for training. With many of the trainings requiring travel again, as well as some members not having much comfort with online learning, we have decided to bring training to us. This will come with a cost, but it is cheaper than sending folks to conferences (such as the Michigan Association Planning Conference on Mackinaw Island). I suspect we may bring folks together for the February meeting.

By hosting professional training during regular meeting times, we should be able to maximize attendance and save folks the hassle of registration, travel, time-off, etc. We are working with MAP and CIB Planning to set up sessions that will benefit the PC and DDA. We may look to invite nearby communities to reduce our costs and increase networking. If this model is successful, we may do up to four such sessions a year. Stay tuned, as these trainings would be valuable to council members, PC members, DDA members, and ZBA members.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(No Change of Status)*

The DDA met on December 8th. They considered the crowdfunding ideas, and they appear to be honing in on a public ice skating rink and public art for Holland Square. They will consider this again after the New Year, with more detailed pricing options.

The DDA also discussed the concept of on street parking again. No decision was made. There was new support for the idea, but there was not a vote at this time. Their next regular meeting is scheduled for January 12th, 2023.

✓ **ZONING BOARD OF APPEALS** *(Update)* The ZBA did not meet in December. However, I did get a request for a variance application for a downtown sign, so there might yet be a January meeting. If not, we will certainly look to host a training event for our boards and commission during one of the regular planning commission meetings.

✓ **PARKS AND RECREATION COMMISSION** *(Update)*

The Park Board met on December 20th. In addition to the routine reports and initiation of their annual holiday decorating contest, they approved the park plan for distribution. This will be on the city council agenda of January 23rd.

Their next regular meeting will be January 17th.

✓ **BOARD OF REVIEW** *(Update)*

December Board of Review was December 13 at 3:00. December BOR allows consideration of clerical errors, poverty exemptions and disabled veterans' exemptions. There were no reported irregularities

✓ **CLERK'S OFFICE/ELECTION UPDATE** *(Update)*

Reminder to all councilmembers to please check your mailbox. I am working on my quarterly routine processes. If any council/board/commissioners have attended any training, please submit that information so it can be tracked. If any certificates are received I would like a copy of those for your training file.

✓ **DEPARTMENT OF COMMUNITY SERVICES UPDATE (Update)**

- ❑ We welcomed Robert Lloyd to the DPS team on January 1, 2023. Robert has experience in water distribution and building maintenance. We are happy to have him here in Swartz Creek helping the department perform its daily duties.
- ❑ DPS is taking down Christmas decorations.
- ❑ DPS has had 5 winter events thus far in the winter season.

✓ **TREASURER UPDATE (Update)**

Utility bills have been received and payments for these bills and winter tax bills have been coming into the office. Calendar year end processes are being worked on including issuance of 1099's and W2's. Routine operations include, but are not limited to, processing payments for utility bills, tax bills, delinquent personal and qualified real taxes, building permits, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, issuance of building permits and rental inspection collections, processing payroll, accounting for grants and projects and other financial matters impacting the city.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **CITY COUNCIL APPOINTMENT (Business Item)**

With our loss of Dr. Dennis Pinkston, who passed away on December 9th, we are left with a void in the community. We are also faced with the necessary but unpleasant task of filling his seat on the council.

The City Charter (Section 4.7) indicates that the council is to appoint a qualified elector within 30 days. Note that this appointment will not extend through the remainder of Mr. Pinkston's four-year term. Due to charter requirements, an election for this seat will be held in the November 2024 election.

Charter 4.7

If a vacancy occurs in any elective city office, the Council shall, within thirty days after such vacancy occurs, appoint a person who possesses the qualifications required of holders of said office. Each such appointee to an elective office shall hold office under such appointment until the Monday following the next regular city election.

We informally began to assess interest and qualifications for the vacant seat from residents that occupy the first ward. Subsequent to the article, we have had some interest.

These are council appointments, so any resident in that ward can apply or be nominated by any council member.

A resolution is included to appoint a new member, but the name will need to be filled in upon reading.

✓ **EXPANDED USE PARK RESERVATION & WAIVER REQUEST (*Business Item*)**

The Art in the Park event is being planned for Elms Park this summer on August 19th. The Kiwanis Club, in partnership with the Swartz Creek Area Art Guild and Swartz Creek Women's Club, have held this event at the park for many years. I believe this will be the 14th installment of the event overall. The activities, needs, and setup remain the same as previous years.

Briefly described, the event is an outdoor art fair that is held on a single Saturday in August. There is a setup area for tents immediately west of the main pavilion, a food vendor area east of the tennis courts, and parking on the soccer fields. Setup begins the preceding Friday. About 2,000 attendees are expected.

The dates to hold this event (August 18-19) have been tentatively reserved. It is now appropriate to consider this application under the following applicable conditions:

EXPANDED PARK USE AND RESERVATIONS. Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:

- 1) Use must be pre-approved by the city council.*
- 2) The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.*
- 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage.*
- 4) The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.*
- 5) Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.*
- 6) In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.*

Based upon the proposed event and past experiences with this event, I do not see any issues or areas of non-compliance with issuing the reservation.

Related to the reservation, the group is requesting a fee waiver. This is completely up to the city council based upon the following:

Fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.

Monies must be paid at the time of reservation. Cancellations must be made two (2) weeks or more prior to event date and all cancellations are subject to a \$20 fee.

A resolution to permit the reservation and waiver has been included, written in the affirmative. Note that Kiwanis is applying in conjunction with two other local non-profits, the Women's Club and the Art Guild. Mr. Doug Stephens has written a detailed narrative and provided other information about these groups, the event, and the benefits that the event/proceeds bring to the city.

✓ **APPOINTMENTS** (*Business Item*)

We have the resignation of Ms. Krystal Lynch from the Park Board. As of writing, the Mayor has not found a replacement.

Council Questions, Inquiries, Requests, Comments, and Notes

City Boundary: There is a discrepancy in the municipal boundary between what is in our charter and what was filed with the state in 1958. This is reflected as a difference between the boundary we use for all intents and purposes with that of the census map that is utilized by the state. We are making corrections now. This will result in more accurate (increased) population counts, road miles, and GIS information.

Meeting Attendance: As far as I can tell I have attended all 230+ council meetings since I started as manager (Connie says I missed one, but I think she is wrong 😊). However, I have some travel this year that is going to interfere with a couple of regularly scheduled meetings. I try to avoid such conflicts, but the kiddos have some events that are way beyond my ability to control. As such, I will be planning to participate virtually for a meeting in March and one in June. The changes in technology should make this work seamlessly, especially with all the practice that we got during COVID. I just want council to be aware that I do not take absences lightly and will do my best to mitigate the impact.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, January 9, 2023, 7:00 P.M.**

Motion No. 230109-4A **MINUTES – DECEMBER 12, 2022**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, December 12, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230109-5A **AGENDA APPROVAL**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of January 9, 2023, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230109-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of January 9, 2023 including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230109-8A **RESOLUTION TO FILL CITY COUNCIL VACANCY**

Motion by Councilmember: _____

WHEREAS, City Council Member Dr. Dennis Pinkston passed away on December 9, 2022 as a sitting City Council Member, and;

WHEREAS, the City Charter, Section 4.7, requires the seat be filled within thirty days with a qualifying elector, and;

WHEREAS, _____, a resident of the First Ward, has volunteered to serve in the capacity as the First Ward Swartz Creek City Council Member, and;

WHEREAS, _____ has been found to satisfy the criteria to hold office as a City Council Member,

NOW, BE IT RESOLVED that the Swartz Creek City Council hereby appoints _____ to the vacant First precinct City Council seat of Dr. Pinkston, as outlined in the city charter.

BE IT FURTHER RESOLVED that City Clerk is directed to administer the oath of office to _____ and execute other related administrative functions necessary to formalize their status as a City Council Member prior to the regular meeting of January 23, 2023.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230109-8B

RESOLUTION TO APPROVE AN EXPANDED USE RESERVATION AND PARK FEE/DEPOSIT WAIVER FOR USE OF ELMS PARK FOR A NON-PROFIT ART EVENT

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

WHEREAS, the Swartz Creek Kiwanis Club, in conjunction with the Swartz Creek Area Art Guild and Women’s Club is proposing an expanded park use reservation for Elms Park August 18-19, 2023 for the purpose of holding a public art fair; and

WHEREAS, all three groups are recognized non-profits operating in Swartz Creek that meet the requirements for an expanded use reservation; and

WHEREAS, the city park rules and regulations states that “fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.”; and

WHEREAS, the City Council finds the Swartz Creek Kiwanis Club, partnered with the Swartz Creek Area Art Guild and Women’s Club, to be a qualifying group with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the expanded use reservation of the Swartz Creek Kiwanis Club and waives all fees for the August 18-19, 2023 reservation in Elms Park.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230109-8C RESOLUTION TO APPROVE COMMISSION APPOINTMENT

Motion by Councilmember: _____

WHEREAS, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the City Council require and set terms of officers for various appointments to City boards and commissions, as well as appointments to non-city boards and commissions seeking representation by City officials; and

WHEREAS, there exists a vacancy in such a position; and

WHEREAS, said appointment is a Mayoral appointment, subject to affirmation of the City Council.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council concur with the Mayor and City Council appointment as follows:

#230109-8B1 **MAYOR APPOINTMENT:** _____
Park Board – Resident
Two year term, expiring November 25, 2024

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 230109-8D RESOLUTION TO AUTHORIZE THE JOINT PURCHASE OF A NEW FIRE TRUCK FOR THE SWARTZ CREEK AREA FIRE DEPARTMENT

Motion by Councilmember: _____

WHEREAS, the city operates a joint fire department with Clayton Township and such department has a board that functions in accordance with the terms and conditions set in the interlocal agreement as approved pursuant to the Urban Cooperation Act of 1967, MCL 124.501 et al; and

WHEREAS, the board has analyzed the need for replacement of Fire Engines 21 or 22 in the near future; and

WHEREAS, the department, with approval of the municipalities, sought quotes for an engine based upon delivery time instead of price and recommends approval of a new engine for the price of \$947,911, with a city share of \$473,955.50; and

WHEREAS, the equipment need has been planned for by both participating municipalities, however the purchase timeline advancement requires payment sooner than the budget plan provides for adequate funds; and

WHEREAS, the city has been presented with the equipment needs of the fire department and concurs with the findings and recommendation of the fire board.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek, conditioned upon equal participation of the Clayton Township Board, hereby approves payment to the Swartz Creek Area Fire Department in an amount not-to-exceed \$473,955.50 towards the purchase of a new Fire Truck as detailed by the SCAFD.

BE IT FURTHER RESOLVED, the payment for the apparatus shall be appropriated from the Fire Equipment Fund 402 and/or borrowed from the city's general fund as determined by the City Treasurer to be in the best financial interest of the city, upon consideration of pre-deliver discounts, interest rates, and other factors.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220109-8E

RESOLUTION TO APPROVE PROFESSIONAL SERVICES FOR FINAL PRELIMINARY DESIGN OF MILLER ROAD

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains a system of major and local streets, and

WHEREAS, the major streets within the city qualify for federal rehabilitation and replacement assistance through the regionally administered Transportation Improvement Program, and

WHEREAS, Miller Road has been awarded \$1,124,549 to rehabilitate Miller Road between Morrish and North Seymour, and

WHEREAS, this work will include resurfacing, some replacement curb, some joint work, and the possibility of limited sidewalk, drainage, and related work, and

WHEREAS, the expenditure of said funds will be subject to limited MDOT requirements, and

WHEREAS, the city had OHM perform some of the preliminary engineering services prior to seeking MDOT funds, but addition PE services are still need prior to bidding, and

WHEREAS, OHM Advisors, functioning as the city's consultant engineer, delivered a proposal, dated January 5, 2023 to provide such services.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek City Council accepts the proposal from OHM in the amount of \$20,985 for the noted services.

BE IT FURTHER RESOLVED that the City of Swartz Creek directs the Treasurer to apportion expenses from the major street fund.

BE IT FURTHER RESOLVED, that the City Council directs the Mayor to execute said proposal on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 230109-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of January 9, 2023.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 12/12/2022**

The meeting was called to order at 6:00 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Cramer, Spillane, Gilbert, Hicks, Krueger, Henry.

Councilmembers Absent: Vacant.

Staff Present: City Manager Adam Zettel, Clerk Connie Olger.

Others Present: Lania Rocha, Ken Brill, Carmine Avantini, Jim Barclay.

Others Virtually Attended:

APPROVAL OF MINUTES

Resolution No. 221212-01

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the amended Minutes of the Regular Council Meeting held Monday December 05, 2022, to be circulated and placed on file.

YES Spillane, Gilbert, Hicks, Krueger, Henry, Cramer.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 221212-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, amended for the Regular Council Meeting of December 12, 2022, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Henry, Cramer, Spillane.
NO: None. Motion Declared Carried.

CITY MANAGER’S REPORT

Resolution No. 221212-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager’s Report of December 12, 2022, including reports and communications to be circulated and placed on file.

YES: Hicks, Krueger, Henry, Cramer, Spillane, Gilbert.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

A RESOLUTION TO APPROVE ORDINANCE #459 TO AMEND CHAPTER 6 ARTICLE II OF THE CODE OF ORDINANCES

Resolution No. 221212-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Henry

WHEREAS, on October 10, 2022, the Swartz Creek City Council held a public hearing as required by the Downtown Development Authority Act [MCL 125.4101, et seq] (the Act) on a proposal to amend the Downtown Development Authority Development and Tax Increment Financing Plans; and

WHEREAS, due notice of said public hearing was given to the public and the governing body of each taxing jurisdiction levying taxes within the proposed district which taxes would be subject to capture if a tax increment financing plan is approved, all as required by the Act; and

WHEREAS, none of the taxing jurisdictions levying taxes within the proposed district which would be subject to capture if a tax increment financing plan is approved, have adopted a resolution to exempt its taxes from capture; and

WHEREAS, more than sixty (60) days have passed since the public hearing on the proposed amended boundaries, and

WHEREAS, the Swartz Creek City Council finds that a public purpose exists for amendment to the DDA Development and Tax Increment Financing Plan, and

WHEREAS, the Swartz Creek City Council also finds that the DDA Development and Tax Increment Financing Plan satisfies all findings and requirements of the Recodified Tax Incremental Financing Act (PA 57 of 2018).

NOW, THEREFORE, BE IT RESOLVED, THE CITY OF SWARTZ CREEK ORDAINS;

ORDINANCE NO 459

An ordinance to amend Chapter 6, Article II of the Code of Ordinances of the City of Swartz Creek to restate the boundaries of the Downtown Development Authority District to convert the description to a metes and bounds description in lieu of a list of parcels; to amend the DDA Development Plan; to Amend the DDA Tax Increment Financing Plan.

Section 1. Amendment of Section 6-22.

Section 6-22 of Chapter 6 of the Code of Ordinances of the City of Swartz Creek is hereby amended to restate the boundaries of the Downtown Development Authority District as follows:

Sec. 6-22. Boundaries of Downtown Development Authority District

Boundaries of Downtown Development Authority District include all the area within the continuous line commencing at the intersection of the centerline of Brady Street and the centerline of Ingalls Street, thence North 1500 feet, thence East 2500 feet, thence South 1600 feet, thence Westerly to the centerline of Wade Street, along the centerline of Wade Street to the intersection of the centerline of Wade Street and the centerline of Morrish Road, thence Northerly along the centerline of Morrish Road to the intersection of the centerline of Ingalls Street and the centerline of Morrish Road, thence Westerly along the centerline of Ingalls Street to the point of beginning, excluding an enclosure described as the SE 1/4 OF NE 1/4 OF NE 1/4 EXC N 152 FT SEC 35 T7N R5E.

Section 2. Amendment of Chapter 6, Article II; amending Downtown Development Authority Development and Tax Increment Financing Plan No. 1

Chapter 6, Article II of the Code of Ordinances of the City of Swartz Creek is hereby amended to read as follows:

Sec. 6-31 Definition of Terms

The terms used in this division and in the Plan shall have the meanings assigned to them in the Plan and in MCL 125.4201, et seq (“Act”).

Sec. 6-32 Public Purposes; Best Interest of the Public

The city council hereby finds and determines:

- (1) The Plan constitutes a public purpose.
- (2) It is in the best interests of the public, in order to halt property value deterioration, increase property tax valuation, eliminate the cause of property value deterioration and to promote economic growth in the development area, to proceed with the Plan.
- (3) A DDA District, DDA Plan, and Tax Increment Financing Plan were previously created under PA 197 of 1975.

Sec. 6-33 Review Findings.

Having determined that the Plan constitutes a public purpose, as required by the Act, the city council has considered the various elements of the Plan as required by section 19 of the Act and, as a result thereof, the city council finds:

- (1) The Plan meets the requirements set forth in section 217(2) of the Act;
- (2) The Plan constitutes a public purpose and was considered in accordance with section 219 of the Act;
- (3) The findings and recommendations of a development area citizens council were solicited citizens council was formed.
- (4) The plan meets the requirements set forth in section 217(2).
- (5) The proposed method of financing the development is feasible and the authority has the ability to arrange the financing.
- (6) The development is reasonable and necessary to carry out the purposes of this part.
- (7) The land included within the development area to be acquired is reasonably necessary to carry out the purposes of the plan and of this part in an efficient and economically satisfactory manner.
- (8) The development plan is in reasonable accord with the master plan of the municipality.
- (9) Public services, such as fire and police protection and utilities, are or will be adequate to service the project area.
- (10) Changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and for the municipality

Sec. 6-34 Approval and Adoption of Development and Tax Increment Financing Plan

The Plan is hereby approved and adopted as set forth in Exhibit A hereto. The duration of the Plan shall be thirty (30) years from the effective date of the ordinance establishing this division. A copy of the Plan and any amendments thereto shall be maintained on file in the city clerk's office.

Sec. 6-35 Boundaries of the Development Area

The boundaries of the development area, as set forth in the Plan, are adopted and confirmed as follows:

Boundaries of Downtown Development Authority District include all the area within the continuous line commencing at the intersection of the centerline of Brady Street and the centerline of Ingalls Street, thence North 1500 feet, thence East 2500 feet, thence South 1600 feet, thence Westerly to the centerline of Wade Street, along the centerline of Wade Street to the intersection of the centerline of Wade Street and the centerline of Morrish Road, thence Northerly along the centerline of Morrish Road to the intersection of the centerline of Ingalls Street and the centerline of Morrish Road, thence Westerly along the centerline of Ingalls Street to the point of beginning, excluding an enclosure described as the SE 1/4 OF NE 1/4 OF NE 1/4 EXC N 152 FT SEC 35 T7N R5E.

Sec. 6-36 Establishment of Initial Assessed Value

The initial assessed value for purposes of the Plan shall be the assessed value of all real and personal property in the development Area as of December 31, 2004, and equalized by the State of Michigan in May, 2005, less any parcels subsequently removed from the district by Ordinance. The initial assessed value shall also include all real and personal property in the development Area as of December 31, 2014, and equalized by the State of Michigan in May 2015, for the following parcels added to the district by Ordinance 425:

Sec. 6-37 Annual Calculation of Captured Assessed Value and Tax Increment Revenues; Payment to the DDA

Each year, within fifteen (15) days following the final equalization of property in the development area, the city assessor shall calculate the captured assessed value for the development area and report said value to the city council and to the DDA. As real and personal property taxes are collected by the city and county treasurers for properties within the development area, the tax increment revenue portion of said taxes shall be paid to the DDA. The payments to the DDA shall be made on the date or dates on which the city and the county treasurers are required to remit taxes to each of the taxing jurisdictions.

Sec. 6-38 Use of Tax Increment Revenues.

The DDA shall utilize the tax increment revenues only in accordance with the PA 57 of 2018 and the DDA TIF.

Sec. 6-39 Annual report

Within ninety (90) days after the end of each fiscal year, the DDA shall submit to the city council, with copies to each taxing jurisdiction, a report on the status of the Plan. The report shall include the information required by MCL 125.1665(3). The

DDA shall cause a copy of the report to be published in a newspaper of general circulation in the City.

Sec. 6-40 Termination of Tax Increment Financing Plan

As provided in MCL 125.4314(2), the city council may abolish the tax increment financing plan when it finds that the purposes for which it was established are accomplished. The tax increment financing plan shall not be abolished, however, until the principal of, and interest on, any bonds issued pursuant to the Plan have been paid or funds sufficient to make the payment have been segregated.

Section 3. Effective Date.

As an Emergency Ordinance, this Ordinance shall become effective immediately after publication in order to implement the plans in 2023.

Discussion Ensued.

YES: Krueger, Henry, Cramer, Spillane, Gilbert, Hicks.

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Spillane my regrets of the news of Dr. Pinkston and my sympathies to family. He hopes everyone has a good holiday season.

Councilmember Henry condolences to the Pinkston family.

Councilmember Cramer we lost a good one last Friday, great man and very loyal and committed to our community. Wishing everyone a very Merry Christmas and a Happy New Year.

Councilmember Gilbert we are going to miss a good guy. Wish everyone a Merry Christmas and a Happy New Year.

Mayor Krueger commented that Dr. Pinkston was the epitome of the city father. He loved our community and everybody in the city. He was always cheerful; you almost never saw the man without a smile on his face. We lost a real treasure. Everyone Merry Christmas and Happy New Year.

ADJOURNMENT

Resolution No. 221212-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting of
December 12, 2022 at 6:40 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

Board Chair
David Krueger

Chief of Police
Matthew Bade

Lieutenant
Michael Murphy

**METRO POLICE AUTHORITY OF GENESEE
COUNTY**

5420 Hill 23 Drive
Flint, MI 48507
(810) 820-2190
(810) 877-6537-FAX

information@metropolicegc.org

Board Members

Cory Bostwick
Dennis Cramer
Rae Lynn Hicks
Tonya Ketzler
Vane King
David Witter

Metro Police Authority Police Protection Unit Report- Q4 2022

The Swartz Creek Police Protection Unit calculation for Q4, 2022 is as follows:

2626.5 (hours/PPUs) / 13 weeks = 202.0 (hours/PPUs) averaged per week.

The weekly average for year 2022 = 218.33 hrs.

Metro Police Authority Offense Summary

For Swartz Creek

Occurred 12/1/2022 - 12/31/2022

Offense	Total Offenses
1313 - 13001 - Assault and Battery/Simple Assault	1
1380 - 13003 - Telephone Used for Harassment, Threats	1
2399 - 23007 - Larceny (Other)	1
2505 - 25000 - Pass Counterfeited - Any Object	1
2589 - 25000 - Forgery (Other)	1
2699 - 26001 - Fraud (Other)	2
2902 - 29000 - Damage to Property - Private Property	2
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	2
8275 - 54003 - Traffic - Driver License Law Violations	1
8328 - 54003 - Motor Vehicle Violation	2
9908 - 92004 - Civil Custodies - Insanity (Mental)	1
9910 - 93001 - Traffic, Non-Criminal - Accident	15
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	5
9913 - 93004 - Traffic, Non-Criminal - Parking Violations	2
9942 - 98006 - Inspections/Investigations - Family Trouble	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	2
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	1
9946 - 99001 - Miscellaneous - Suicide	1
9947 - 99002 - Miscellaneous - Natural Death	1
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	1
Total	44

01/03/2023 CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 12/01/2022 - 12/31/2022

Highlighted Amount is Total for that Vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
12/01/2022	51530	ADAM ZETTEL	REIMB ZETTEL MAA MEMB DUES 1/1-12/31/23	97.38
12/01/2022	51531	AGROSCAPING INC.	SPRINKLER WINTERIZATION VETERANS MEMORIA	105.00
12/01/2022	51532	CBIZ BENEFITS AND INSURANCE SRV INC	INTERIM-YEAR GASBE 75/PUBLICV ACT 202	3,175.00
12/01/2022	51533	CHASE CARD SERVICES	CHRISTMAS DECORATIONS	179.80
			CHRISTMAS DECORATIONS	800.00
			FOOD FOR ELECTION	35.90
			FOOD FOR ELECTION	80.77
			CLASSIFIED AD/DPW MAINTENANCE 1	150.00
			TRAINING D. SPILLANE	115.00
			FOOD FOR ELECTION	74.62
			ZOOM	31.78
			FOOD FOR ELECTION	143.28
				1,611.15
12/01/2022	51534	COMCAST BUSINESS	CITY HALL MONTHLY INVOICE 11/26-12/25/22	242.80
12/01/2022	51535	DEE CRAMER	PUBLIC SAFETY BUILDING REPAIR	4,166.16
12/01/2022	51536	DETROIT SALT COMPANY	ROAD SALT @ \$69.90 PER TON	3,536.24
			ROAD SALT @ \$69.90 PER TON	3,521.56
				7,057.80
12/01/2022	51537	EJ USA INC	DFD6A EXT GKT (10)/DFD4A BOTTOM FLG GKT	43.73
12/01/2022	51538	FERGUSON WATERWORKS #3386	R900 BELT CLIP TRANSCEIVER V3	5,800.00
12/01/2022	51539	GENESEE CTY DRAIN COMMISSIONER	WATER 9/28-10/26/22 1,851,714 CF	117,973.56
12/01/2022	51540	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL 11/22-12/19/22 ABRAMS	280.00
			PORT-A-JON RENTAL 11/18-12/15/22 ELMS PA	280.00
				560.00
12/01/2022	51541	KCI	ESTIMATED POSTAGE JAN 2023 UB BILLS	960.05
12/01/2022	51542	M & M PAVEMENT MARKING	ROAD MARKINGS PER ESTIMATE 1236	5,809.50
			NPO ROAD MARKINGS PER ESTIMATE 1236	1,390.00
				7,199.50
12/01/2022	51543	METRO POLICE AUTH OF GENESEE COUNTY	ORDINANCE FEES OCTOBER 2022	664.95
12/01/2022	51544	MICHIGAN BATTERY EQUIPMENT	4D-1000 12V HEAVY DUTY BATTERY/LIFT STAT	219.00
12/01/2022	51545	MICHIGAN PIPE AND VALVE	47 SS CURB BOX ROD (40)/36 SS CURB BOX R	1,229.00
12/01/2022	51546	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	453.00
12/01/2022	51547	ROWE PROFESSIONAL SERVICES CO	PARK PLAN	4,917.50
12/01/2022	51548	STAPLES	TONER (3)	330.63
			RETURN ADJUSTABLE PUNCH	(4.28)
				326.35
12/01/2022	51549	STATE OF MICHIGAN DEPT TRANS	GENESEE VALLEY TRAIL	242,580.00
12/01/2022	51550	STATE OF MICHIGAN DEPT TRANS	MORRISH RD REHABILITATION	6,898.14
12/01/2022	51551	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	144.00
12/01/2022	51552	STEELMAN WELDING INC	REPAIR PLOW	640.00
12/01/2022	51553	SWARTZ CREEK AREA FIRE DEPT.	FIRE & EMS SERVICES OCTOBER 2022	2,566.79
12/06/2022	51554	COMCAST BUSINESS	MONTHLY INVOICE 11/29-12/28/22	237.39
12/06/2022	51555	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	3,164.78
12/06/2022	51556	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 10/28-11/30/2	43.67
12/06/2022	51557	CONSUMERS ENERGY	4510 MORRISH RD 10/28-11/30/22	44.26
12/06/2022	51558	CONSUMERS ENERGY	8059 FORTINO DR 10/28-11/30/22	34.90
12/06/2022	51559	CONSUMERS ENERGY	5257 WINSHALL DR 10/28-11/30/22	31.10
12/06/2022	51560	CONSUMERS ENERGY	5361 WINSHALL DR 8369 10/28-11/30/22	32.79
12/06/2022	51561	CONSUMERS ENERGY	9099 MILLER RD 10/28-11/30/22	34.90

12/06/2022	51562	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 11/1-11/30/22	452.48
12/06/2022	51563	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 11/1-11/30/22	29.78
12/06/2022	51564	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 10/28-1	40.27
12/06/2022	51565	CONSUMERS ENERGY	8095 CIVIC DR 10/28-11/30/22	754.11
12/06/2022	51566	CONSUMERS ENERGY	5121 MORRISH RD 10/28-11/30/22	613.96
12/06/2022	51567	CONSUMERS ENERGY	8499 MILLER RD 10/28-11/30/22	31.80
12/06/2022	51568	CONSUMERS ENERGY	8083 CIVIC DR 10/28-11/30/22	680.38
12/06/2022	51569	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 11/1-1	32.40
12/06/2022	51570	CONSUMERS ENERGY	STREET LIGHTS 1294 11/1-11/30/22	4,374.63
12/06/2022	51571	CONSUMERS ENERGY	4524 MORRISH RD 11/1-11/30/22	49.15
12/06/2022	51572	CONSUMERS ENERGY	8011 MILLER RD 10/28-11/30/22	31.94
12/06/2022	51573	DEANNA KORTH	BANK MILEAGE DEANNA KORTH NOVEMBER 2022	34.13
12/06/2022	51574	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION DECEMBER 2022	34.84
12/06/2022	51575	GILL ROYS HARDWARE	NOVEMBER 2022 INVOICES LESS DISCOUNT	221.58
12/06/2022	51576	JODY KEY	BANK MILEAGE JODY KEY NOVEMBER 2022	4.88
12/06/2022	51577	RODNEY GARDNER	CLOTHING REIMB. GARDNER	116.60
			CLOTHING REIMB. GARDNER	116.60
				233.20
12/15/2022	13(E)	BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE HEALTHCARE CLOINGER JAN. 2023	2,036.92
12/15/2022	14(E)	UNUM LIFE INSURANCE	RETIREE LIFE (4) JANUARY 2023	44.25
12/15/2022	51578	MICHAEL MCAULEY	2022 SUM TAX REFUND 58-02-501-084	746.26
12/15/2022	51579	AMERICAN SEWER CLEANERS	JET 5040 INGALLS	425.00
12/15/2022	51580	BETTY SHANNON	CONTRACT REIMB RETIREE MEDICAL JULY-SEPT	1,078.44
12/15/2022	51581	BFT LP	PET WASTE ELIMINATOR QTY 5000	186.99
12/15/2022	51582	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG	62.00
			PEST CONTROL - CITY HALL/LIBRARY-SR CTR	120.00
				182.00
12/15/2022	51583	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES JULY 2022	4,652.76
12/15/2022	51584	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES AUGUST 2022	5,475.04
12/15/2022	51585	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES SEPTEMBER 2022	3,848.42
12/15/2022	51586	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES OCTOBER 2022	5,979.71
12/15/2022	51587	CITY OF SWARTZ CREEK	WINTER 2022 TAXES 4355 ELMS	51.07
			WINTER 2022 TAXES 8100 CIVIC	26.34
				77.41
12/15/2022	51588	CONSUMERS ENERGY	8301 CAPPY LN 10/31-12/1/22	288.45
12/15/2022	51589	CONSUMERS ENERGY	8100 CIVIC DR 10/31-12/1/22	1,247.60
12/15/2022	51590	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 11/1-12/2/22	95.06
12/15/2022	51591	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 11/1-12/2/22	37.74
12/15/2022	51592	CONSUMERS ENERGY	4125 ELMS RD 4353 11/1-12/2/22	38.99
12/15/2022	51593	DAVID WRIGHT	CLOTHING ALLOWANCE REIMB. WRIGHT	12.70
12/15/2022	51594	DEE CRAMER	REPAIR SENIOR CENTER FURNACE	998.20
12/15/2022	51595	DLZ MICHIGAN INC	PROFESSIONAL SERVICES FOR MS4 COMPLIANCE	195.00
12/15/2022	51596	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
12/15/2022	51597	FAMILY FARM AND HOME INC	NOVEMBER 2022 INVOICES	538.69
12/15/2022	51598	FLINT TOWNSHIP	SEWER TRANS MAINT CHRG 42 UNITS JULY-DEC	342.72
12/15/2022	51599	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	6.25
12/15/2022	51600	GEN CTY METROPOLITAN ALLIANCE	2023 DUES GILBERT/CAMPBELL/HENRY	150.00
12/15/2022	51601	GENESEE CTY CLERKS-TREAS ASSOC	2023 DUES OLGIER/KORTH	30.00
12/15/2022	51602	GENESEE CTY DRAIN COMMISSIONER	NPDES PHASE II 10/1/22-12/31/22	1,941.32
12/15/2022	51603	GFL ENVIRONMENTAL USA INC	FY23 GARBAGE/RECYCLING/YARD WASTE	24,843.00
12/15/2022	51604	HYDRO DESIGNS INC	EXPANDED CROSS CONNECTION PROGRAM FEB 20	9,144.00
			EXPANDED CROSS CONNECTION PROGRAM FEB 20	897.00
				10,041.00
12/15/2022	51605	INA STORE INC	HANDLE	40.28
12/15/2022	51606	INTEGRITY BUSINESS SOLUTIONS	GARBAGE BAGS 4 CT	304.64
12/15/2022	51607	JAMS MEDIA LLC	SIDEWALK NOTICE 11/10/22	50.30
12/15/2022	51608	JERRY'S MANUFACTURED HOME REMOVAL	PERMIT OVERPAYMENT 58-35-776-135 REFUND	475.00
12/15/2022	51609	JOHN CARL KIRK	TREE REMOVAL & CLEAN UP DPW	1,975.00

12/15/2022	51610	KCI	WINTER 2022 TAX BILLS/POSTAGE BALANCE	612.36
12/15/2022	51611	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES DECEMBER 2022	2,620.38
12/15/2022	51612	MICH ASSOC MUNICIPAL CLERKS	2023 DUES OLGER	75.00
12/15/2022	51613	MICHIGAN MOVES TITLE AGENCY	SUMMER TAX OVERPMT 4379 MAYA	21.87
12/15/2022	51614	MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP DUES 2/1/23-1/31/24	3,469.00
12/15/2022	51615	OHM ADVISORS	MILLER ROAD PARKING STUDY	3,184.00
			USDA PHASE II WATER MAIN ENGINEERING SER	8,241.25
				11,425.25
12/15/2022	51616	OHM ADVISORS	MORRISH ROAD CE	3,781.94
12/15/2022	51617	OHM ADVISORS	WINCHESTER VILLAGE AND WINCHESTER WOODS	3,903.00
12/15/2022	51618	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	722.00
12/15/2022	51619	REBECCA BOSAS	CLOTHING REIMB. BOSAS	42.40
12/15/2022	51620	ROBERT W LAMSON LLC	EVALUATION/DPW R LLOYD	465.00
12/15/2022	51621	SELENA FRITZLER	UB REFUND FOR 9265 CEDAR CREEK	194.98
12/15/2022	51622	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE NOVEMBER 2022	3,472.00
12/15/2022	51623	STATE OF MICHIGAN DEPT TRANS	GENESEE VALLEY TRAIL	11,133.00
12/15/2022	51624	STATE OF MICHIGAN DEPT TRANS	MORRISH RD REHABILITATION	8,496.84
12/15/2022	51625	SUBURBAN AUTO SUPPLY	7/32 HEX BIT SKT/SKT ADAPTER SET	9.28
12/15/2022	51626	SUPER FLITE OIL CO INC	FUEL - DPW NOVEMBER 2022	2,229.24
12/15/2022	51627	TIMOTHY PAQUETTE	UB REFUND FOR 5167 BIRCHCREST	66.14
12/15/2022	51628	VERIZON WIRELESS	MONTHLY INVOICE 11/2-12/1/22	535.42
12/15/2022	51629	DELTA DENTAL PLAN	RETIREE DENTAL (6) JANUARY 2023	414.48
12/21/2022	51630	KEVIN & SCANTECIA WEBSTER	2022 Sum Tax Refund 58-36-529-030	3,203.29
12/21/2022	51631	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG	62.00
12/21/2022	51632	BLACKMORE ROWE INS	BOND RENEWAL TREASURER	100.00
12/21/2022	51633	BRADYS BUSINESS SYSTEMS	COPY MACHINE MAINT. AGREEMENT	1,474.05
12/21/2022	51634	GENESEE CTY DRAIN COMMISSIONER	WATER 10/26-11/30/22 2,209,853 CF	138,566.55
12/21/2022	51635	GLAESER DAWES	ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS	194,912.90
12/21/2022	51636	I T VERDIN COMPANY	ANNUAL MAINT. 2023 CLOCK	695.00
12/21/2022	51637	KLEE MFG & DIST	FLAGS (2)	70.00
12/21/2022	51638	ROWE PROFESSIONAL SERVICES CO	PARK PLAN	5,091.25
12/21/2022	51639	SUBURBAN AUTO SUPPLY	OIL FILTER (2)/FUEL FILTER (2)/OIL 5Q (6	423.90
			PLUG PROTECTOR 12-04 DUMP	7.93
			AIR FILTER	94.99
				526.82
GEN TOTALS:				
Total of 112 Checks:				888,777.31
Less 0 Void Checks:				0.00
Total of 112 Disbursements:				<u>888,777.31</u>

City of Swartz Creek

Building Permit List

2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB2200063	12/14/22	Raves Construction and Demoli	(248) 887 0644	58-36-576-012	\$100,000	\$661.00 7084 MILLER RD	48473-Com Add/Alter/Repair
PB2200067	12/06/22	C & L Ward Bros Co	(810) 652 6622	58-03-528-019	\$4,294	\$115.00 9064 CHELMSFORD DR	48473-Window Replacement
PB2200068	12/06/22	C & L Ward Bros Co	(810) 652 6622	58-36-651-225	\$8,220	\$155.00 7364 CROSSCREEK DR	48473-Res Add/Alter/Repair
PB2200070	12/14/22	Bolle Contracting LLC	(989) 386 7311	58-02-526-027	\$0	\$2,725.00 8197 MILLER RD	48473-Demolish Structure
PB2200071	12/08/22	Michigan Construction Compan	(989) 295 8587	58-03-533-196	\$40,000	\$305.00 9179 NORBURY DR	48473-Res Add/Alter/Repair
PB2200072	12/12/22	C & L Ward Bros Co	(810) 652 6622	58-02-502-005	\$11,656	\$170.00 5216 WORCHESTER DR	48473-Res Add/Alter/Repair
PB2200073	12/06/22	WOODSIDE BUILDERS, INC	(810) 635 2227	58-36-676-086	\$211,002	\$1,123.00 7197 RUSSELL DR	48473 Res Condo
PB2200074	12/15/22	Michigan Solar Solutions	(989) 833 8009	58-30-651-062	\$12,160	\$171.00 3432 HERITAGE BLVD	48473-Res Add/Alter/Repair

Total:	8 Permits	Value: \$387,332	Fee Total: \$5,425.00	Total Number of Dwelling Units	1
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Electrical

PE2200033	12/20/22	Metcalf Electric Inc	(810) 275 2882	58-02-502-019	\$0	\$149.00 8460 CAPPY LN	48473-Electrical
PE2200034	12/12/22	Cox Electric Inc.	(810) 797 4482	58-03-533-196	\$0	\$225.00 9179 NORBURY DR	48473-Electrical
PE2200035	12/15/22	Michigan Solar Solutions	(989) 833 8009	58-30-651-062	\$0	\$144.00 3432 HERITAGE BLVD	48473-Electrical
PE2200036	12/15/22	Winer Electric	(810) 730 4503	58-01-502-121	\$0	\$167.00 5015 THIRD ST	48473-Electrical

Total:	4 Permits	Value: \$0	Fee Total: \$685.00	Total Number of Dwelling Units	0
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Mechanical

PM220042	12/15/22	Benjamin Franklin Plumbing	(810) 225 3192	58-02-501-035	\$0	\$160.00 5142 OXFORD CT	48473-Mechanical
PM220050	12/05/22	Holland Heating & Cooling	(810) 653 4328	58-36-526-078	\$0	\$160.00 7087 ABBEY LN	48473-Mechanical

City of Swartz Creek Building Permit List 2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Total:		2 Permits	Value: \$0		Fee Total: \$320.00		Total Number of Dwelling Units 0

Permit Total: 14 Value: \$387,332 Fee Total: \$6,430.00

Permit.DateIssued Between 12/1/2022 12:00:00 AM AND 12/31/2022 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
5038 HAYES ST	58-02-529-030	Status	12/01/2022	12/01/2022	Complied
6735 NEMER CT	58-36-651-213	Final	12/01/2022	12/01/2022	Approved
4275 ALEX MARIN DR	58-36-676-097	Sewer & Water Tap-	12/01/2022	12/01/2022	Approved
4369 ROUNDHOUSE RD	58-36-300-029	Follow Up	12/05/2022	12/05/2022	Violation(s)
5409 DURWOOD DR	58-03-533-186	Status	12/06/2022	12/06/2022	Complied
6189 BRISTOL RD	58-31-526-015	Final Zoning	12/06/2022	12/06/2022	Approved
8060 MILLER RD	58-35-576-029	Status	12/06/2022		
9091 MILLER RD	58-03-200-002	Status	12/06/2022	12/06/2022	Complied
69 ASHLEY CIR	58-35-776-069	Post Hole	12/06/2022	12/06/2022	Approved
7508 ELIZABETH CT	58-36-651-059	Initial	12/06/2022	12/06/2022	Violation(s)
5044 MORRISH RD	58-02-529-010	Follow Up	12/07/2022	12/06/2022	Complied
8211 INGALLS ST	58-02-526-025	Follow Up	12/07/2022	12/06/2022	Complied
8505 CHESTERFIELD DR	58-02-501-054	Final	12/07/2022	12/07/2022	Approved
7049 MILLER RD	58-36-577-011	Initial	12/07/2022	12/07/2022	Violation(s)
4246 ALEX MARIN DR	58-36-676-092	Footing	12/07/2022	12/07/2022	Disapproved
8132 INGALLS ST	58-02-200-003	Initial	12/07/2022	12/07/2022	Violation(s)
7455 WADE ST	58-01-502-097	Initial	12/07/2022	12/07/2022	Violation(s)
5472 MILLER RD	58-29-551-002	Status	12/08/2022	12/08/2022	Complied
4534 RAUBINGER RD	58-01-501-014	Code	12/08/2022	12/08/2022	Violation(s)
4534 RAUBINGER RD	58-01-501-014	Final	12/08/2022	12/08/2022	Approved
7121 PARK RIDGE PKWY	58-36-528-015	Final	12/08/2022	12/08/2022	Approved
4166 RED OAK LN	58-36-528-013	Final	12/08/2022	12/08/2022	Approved
4186 BIRCH LN	58-36-529-032	Final	12/08/2022	12/08/2022	Approved
4246 ALEX MARIN DR	58-36-676-092	Sewer Tap In	12/08/2022	12/08/2022	Approved
4246 ALEX MARIN DR	58-36-676-092	Footing	12/08/2022	12/08/2022	Approved
5200 MORRISH RD	58-02-200-032	Status	12/13/2022	12/13/2022	Complied
5095 MC LAIN ST	58-02-526-037	Ordinance	12/13/2022	12/13/2022	No Violation
9048 CHESTERFIELD DR	58-03-526-005	Follow Up	12/13/2022	12/12/2022	Complied
5259 DURWOOD DR	58-03-533-170	Follow Up	12/13/2022	12/12/2022	Complied
7197 RUSSELL DR	58-36-676-086	Site Visit	12/13/2022	12/13/2022	Approved
7197 RUSSELL DR	58-36-676-086	Sewer Tap In	12/13/2022	12/13/2022	Approved
8505 CHESTERFIELD DR	58-02-501-054	Final	12/13/2022	12/13/2022	Approved
9210 YOUNG DR	58-03-531-150	Final	12/13/2022	12/13/2022	Approved
4432 MORRISH RD	58-35-576-003	Reinspection	12/13/2022	12/13/2022	Violation(s)
9293 CEDAR CREEK CT	58-03-627-014	Initial	12/13/2022	12/13/2022	Violation(s)
5067 MORRISH RD	58-01-100-023	Final Zoning	12/14/2022	12/14/2022	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
9210 OAKVIEW DR	58-03-531-094	Final Zoning	12/14/2022	12/14/2022	Approved
7080 PARK RIDGE PKWY	58-36-527-016	Final Zoning	12/14/2022	12/14/2022	Approved
8341 CAPPY LN	58-02-503-040	Final Zoning	12/14/2022	12/14/2022	Approved
7055 BRISTOL RD	58-36-526-065	Final Zoning	12/14/2022	12/14/2022	Approved
5283 DURWOOD DR	58-03-533-172	Final Zoning	12/14/2022	12/14/2022	Approved
5083 MC LAIN ST	58-02-526-035	Final Zoning	12/14/2022	12/14/2022	Approved
5316 DON SHENK DR	58-02-552-008	Final Zoning	12/14/2022	12/14/2022	Approved
5017 HOLLAND DR	58-01-100-034	Final Zoning	12/14/2022	12/14/2022	Approved
6413 BRISTOL RD	58-31-100-007	Final Zoning	12/14/2022	12/14/2022	Approved
5174 WINSHALL DR	58-02-503-076	Final Zoning	12/14/2022	12/14/2022	Approved
8053 MILLER RD	58-02-529-019	Final	12/14/2022	12/14/2022	Approved
9179 NORBURY DR	58-03-533-196	Rough	12/14/2022	12/14/2022	Approved
5067 MORRISH RD	58-01-100-023	Final	12/14/2022	12/14/2022	Approved
58 ASHLEY CIR	58-35-776-058	Final-Admin	12/14/2022	12/14/2022	Approved
8057 MILLER RD	58-02-529-020	Final	12/14/2022	12/14/2022	Approved
4432 MORRISH RD	58-35-576-003	Final	12/14/2022	12/14/2022	Approved
4275 ALEX MARIN DR	58-36-676-097	Backfill	12/14/2022	12/14/2022	Approved
9291 CEDAR CREEK CT	58-03-627-013	Initial	12/14/2022	12/14/2022	Violation(s)
9179 JILL MARIE LN	58-03-534-005	Status	12/15/2022		
4534 RAUBINGER RD	58-01-501-014	Status-Blight	12/15/2022	12/15/2022	Complied
8041 MAPLE ST	58-02-530-012	Court Order	12/15/2022	12/15/2022	Partially Complied
8522 MILLER RD	58-35-551-008	Site Inspection	12/15/2022	12/15/2022	Violation(s)
5296 WINSHALL DR	58-02-553-012	Follow Up	12/15/2022	12/15/2022	Complied
5300 OAKVIEW DR	58-03-200-006	Final	12/15/2022	12/15/2022	Approved
5151 MORRISH RD	58-01-100-014	Final	12/15/2022	12/15/2022	Approved
8129 MILLER RD	58-02-527-002	Final-Admin	12/15/2022	12/15/2022	Approved
165 BROOKFIELD	58-35-776-165	Final	12/19/2022	12/19/2022	Approved
4935 ITA CT	58-35-400-016	Ordinance	12/20/2022	12/20/2022	No Violation
8522 MILLER RD	58-35-551-008	Letter	12/20/2022	12/20/2022	Violation(s)
7561 MILLER RD	58-01-502-027	Letter	12/20/2022	12/20/2022	Violation(s)
4246 ALEX MARIN DR	58-36-676-092	Backfill	12/20/2022	12/20/2022	Disapproved
5182 HELMSLEY DR	58-03-532-003	Final	12/21/2022	12/21/2022	Approved
5289 GREENLEAF DR	58-03-533-092	Final	12/21/2022	12/21/2022	Approved
5015 THIRD ST	58-01-502-121	Final	12/22/2022	12/22/2022	Approved
5200 MORRISH RD	58-02-200-032	Status	12/27/2022	12/27/2022	Partially Complied
4246 ALEX MARIN DR	58-36-676-092	Backfill	12/27/2022	12/27/2022	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
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Inspections: 72

Population: All Records

Inspection.DateTimeScheduled Between 12/1/2022 12:00:00 AM AND 12/31/2022 11:59:59 PM

Certificates With Inspections

01/03/2023

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR210070	4432 MORRISH RD	10/06/2021	10/06/2021	12/22/2022	12/13/2022	12/22/2024	Suspended
Reinspection	JKEY	Corey Jarbeau	Completed	Violation(s)			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR220061	6103 MILLER RD	12/07/2022	12/07/2022	12/07/2022		12/07/2024	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				

Population: All Records

Record Count: 2

Certificate.DateIssued Between 12/1/2022 12:00:00 AM
AND 12/31/2022 11:59:59 PM

Enforcements By Category

01/03/23

NOXIOUS ODOR

Enforcement Number	Address	Status	Filed	Closed
E22-159	4935 ITA CT	No Violation	12/15/22	12/20/22
			Total Entries: 1	

RENTAL NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E22-157	5095 MC LAIN ST	Cancelled	12/08/22	12/13/22
			Total Entries: 1	

SP NON-COMPLIANCE

Enforcement Number	Address	Status	Filed	Closed
E22-158	8522 MILLER RD	Repair Letter Sent	12/15/22	
E22-160	7561 MILLER RD	Violation	12/20/22	
			Total Entries: 2	

Total Records: 4

Population: All Records
Enforcement.DateFiled Between 12/1/2022 12:00:00 AM AND 12/31/2022 11:5

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Hours for Week Beginning: 11/26/2022						
12/01/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
12/01/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
12/01/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
12/02/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
12/02/2022	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
Total For Employee: 4100000001					16.00	0.00
12/01/2022	4100000004	Wright, David L	REG	401	8.00	0.00
12/02/2022	4100000004	Wright, David L	REG	401	7.00	0.00
12/02/2022	4100000004	Wright, David L	REG	401	1.00	0.00
Total For Employee: 4100000004					16.00	0.00
12/01/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
12/02/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
Total For Employee: 4100000005					16.00	0.00
12/01/2022	4400000009	Bosas, Rebecca M	REG	401	7.00	0.00
		- Christmas				
12/01/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Miss digWork orders				
12/02/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Parade/Christmas/Barricades				
12/02/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Miss digs				
Total For Employee: 4400000009					16.00	0.00
12/01/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/02/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
Total For Employee: 4400000016					16.00	0.00
12/01/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/01/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/01/2022	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
12/01/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/01/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/01/2022	4400000018	Leavitt, Mikel D	REG	401	3.50	0.00
12/02/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/02/2022	4400000018	Leavitt, Mikel D	REG	401	6.00	0.00
Total For Employee: 4400000018					16.00	0.00
Hours for Week Beginning: 12/03/2022						
12/05/2022	4100000001	Gardner, Rodney E	PERS	401	2.00	0.00
12/05/2022	City Council Packet	Gardner, Rodney E	REG	401 45	6.00	0.00

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
12/06/2022	410000001	Gardner, Rodney E	REG	401	4.00	0.00
12/06/2022	410000001	Gardner, Rodney E	REG	401	4.00	0.00
12/07/2022	410000001	Gardner, Rodney E	REG	401	3.00	0.00
12/07/2022	410000001	Gardner, Rodney E	REG	401	2.00	0.00
12/07/2022	410000001	Gardner, Rodney E	REG	401	2.00	0.00
12/07/2022	410000001	Gardner, Rodney E	PERS	401	1.00	0.00
12/08/2022	410000001	Gardner, Rodney E	REG	401	2.00	0.00
12/08/2022	410000001	Gardner, Rodney E	REG	401	2.00	0.00
12/08/2022	410000001	Gardner, Rodney E	REG	401	4.00	0.00
- removed equipment hrs per Rob						
12/09/2022	410000001	Gardner, Rodney E	REG	401	2.00	0.00
12/09/2022	410000001	Gardner, Rodney E	REG	401	6.00	0.00
-----					40.00	0.00
Total For Employee: 410000001						
12/05/2022	410000004	Wright, David L	REG	401	3.00	0.00
12/05/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/05/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/05/2022	410000004	Wright, David L	REG	401	2.00	0.00
12/05/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/06/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/06/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/06/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/06/2022	410000004	Wright, David L	REG	401	4.00	0.00
12/06/2022	410000004	Wright, David L	REG	401	1.00	0.00
12/07/2022	410000004	Wright, David L	PERS	401	6.00	0.00
12/07/2022	410000004	Wright, David L	VAC	401	2.00	0.00
12/08/2022	410000004	Wright, David L	PERS	401	8.00	0.00
12/09/2022	410000004	Wright, David L	PERS	401	8.00	0.00
-----					40.00	0.00
Total For Employee: 410000004						
12/05/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/05/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/06/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/06/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/07/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/07/2022	410000005	Sandford, Jay E	REG	401	2.00	0.00
12/07/2022	410000005	Sandford, Jay E	PERS	401	2.00	0.00
12/08/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/08/2022	410000005	Sandford, Jay E	REG	401	4.00	0.00
12/09/2022	410000005	Sandford, Jay E	REG	401	3.00	0.00
12/09/2022	410000005	Sandford, Jay E	REG	401	3.00	0.00
12/09/2022	410000005	Sandford, Jay E	REG	401	2.00	0.00
-----					40.00	0.00
Total For Employee: 410000005						
12/03/2022	410000009	Bosas, Rebecca M	15X	401	0.00	3.00

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- Fix lights Parade Christmas celebration						
12/03/2022	4400000009	Bosas, Rebecca M	15X	401	0.00	2.00
- Sports Creek - leak in barn, shut off main, checked hydrant, winterized hydrant, bagged hydrants due to ma						
12/05/2022	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
- Check raceway from weekend break, make sure hydrants are all baggedMissdigsCommunications						
12/05/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Missdigs Etc						
12/05/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Parade cleanup						
12/06/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
- Trim trees on Elms over sidewalk from Bristol to Elms school						
12/06/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Walk the grounds to make a list from future improvements, check signage						
12/06/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
12/07/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Meet w/ Adam on park plans						
12/07/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
- Water samples - monthly hydrants - shut off, pump downWater communications						
12/08/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Christmas decor at city parking lot entrance behind s and k/jtsPut away unused, clean out bay						
12/08/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Clean center garage, organize						
12/08/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Load out dirt from previous job near manhole at Bristol and ElmsWatermain break work 5290 Greenleaf - valv						
12/09/2022	4400000009	Bosas, Rebecca M	PERS	401	8.00	0.00
-----					-----	-----
Total For Employee: 4400000009					40.00	5.00
12/05/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/06/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/07/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/08/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/09/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
-----					-----	-----
Total For Employee: 4400000016					40.00	0.00
12/05/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
12/05/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
12/05/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/06/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/06/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/06/2022	4400000018	Leavitt, Mikel D	REG	401	6.00	0.00
12/07/2022	4400000018	Leavitt, Mikel D	REG	401	5.00	0.00
12/07/2022	4400000018	Leavitt, Mikel D	REG	401	1.50	0.00
12/07/2022	4400000018	Leavitt, Mikel D	REG	401	1.50	0.00
12/08/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/08/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
12/08/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/08/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.50	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.50	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/09/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
-----					40.00	0.00
Total For Employee: 4400000018						
Hours for Week Beginning: 12/10/2022						

12/12/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
- removed equipment hours per Rob						
12/13/2022	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
12/13/2022	4100000001	Gardner, Rodney E	REG	401	5.00	0.00
12/14/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
12/15/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
- removed equipment hours per Rob						
12/16/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
12/16/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
12/16/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
12/16/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
-----					40.00	0.00
Total For Employee: 4100000001						
12/12/2022	4100000004	Wright, David L	REG	401	2.00	0.00
12/12/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/12/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/12/2022	4100000004	Wright, David L	REG	401	4.00	0.00
12/13/2022	4100000004	Wright, David L	REG	401	0.50	0.00
12/13/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/13/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/13/2022	4100000004	Wright, David L	REG	401	2.00	0.00
12/13/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/13/2022	4100000004	Wright, David L	REG	401	0.50	0.00
12/13/2022	4100000004	Wright, David L	REG	401	2.00	0.00
12/14/2022	4100000004	Wright, David L	REG	401	2.00	0.00
12/14/2022	4100000004	Wright, David L	REG	401	2.00	0.00
12/14/2022	4100000004	Wright, David L	REG	401	4.00	0.00
12/15/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/15/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/15/2022	4100000004	Wright, David L	REG	401	1.00	0.00
12/15/2022	4100000004	Wright, David L	REG	401	3.00	0.00
12/15/2022	City Council Packet	Wright, David L	REG	401 48	1.00	0.00

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours	
12/15/2022	4100000004	Wright, David L	REG	401	1.00	0.00	
12/16/2022	4100000004	Wright, David L	REG	401	0.50	0.00	
12/16/2022	4100000004	Wright, David L	REG	401	2.00	0.00	
12/16/2022	4100000004	Wright, David L	REG	401	1.00	0.00	
12/16/2022	4100000004	Wright, David L	REG	401	1.00	0.00	
12/16/2022	4100000004	Wright, David L	REG	401	0.50	0.00	
12/16/2022	4100000004	Wright, David L	REG	401	3.00	0.00	

Total For Employee: 4100000004					40.00	0.00	
12/12/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00	
12/12/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00	
12/12/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00	
12/13/2022	4100000005	Sandford, Jay E	PERS	401	8.00	0.00	
12/14/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00	
12/15/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00	
12/16/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00	

Total For Employee: 4100000005					40.00	0.00	
12/12/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00	
		- Meet with Nick from OHM and contractor on covered curb box - MorrishTry to locate curb box on Miller near					
12/12/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00	
		- Clean, organize					
12/13/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00	
		- Communications with contractors, etc on new buildOperations, misc					
12/13/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00	
		- Look into signs, park planning					
12/13/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00	
12/13/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00	
12/13/2022	4400000009	Bosas, Rebecca M	PERS	401	1.00	0.00	
12/14/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00	
12/14/2022	4400000009	Bosas, Rebecca M	FUNERAL	401	4.00	0.00	
		- Dennis Pinkstons funeral, funeral procession Equipment expense 4WD 3 hrs					
12/14/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00	
12/15/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00	
12/15/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00	
12/16/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00	
12/16/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00	

Total For Employee: 4400000009					40.00	0.00	
12/12/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00	
12/13/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00	
12/14/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00	
12/15/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00	
12/16/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00	

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Total For Employee: 4400000016					40.00	0.00
12/12/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/12/2022	4400000018	Leavitt, Mikel D	REG	401	6.00	0.00
12/13/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/13/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/13/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
12/13/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/14/2022	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
12/15/2022	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
12/16/2022	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
----- Total For Employee: 4400000018					40.00	0.00
Hours for Week Beginning: 12/17/2022						

12/19/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
12/20/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
12/21/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
12/21/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
12/21/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
12/22/2022	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
12/23/2022	4100000001	Gardner, Rodney E	HOL	401	8.00	0.00
12/23/2022	4100000001	Gardner, Rodney E	2X	401	0.00	2.00
- plow						
----- Total For Employee: 4100000001					40.00	2.00
12/18/2022	4100000004	Wright, David L	2X	401	0.00	2.50
- salting major streets						
12/19/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/20/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/21/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/22/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/23/2022	4100000004	Wright, David L	HOL	401	8.00	0.00
----- Total For Employee: 4100000004					40.00	2.50
12/19/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
12/20/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
12/21/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
12/22/2022	4100000005	Sandford, Jay E	PERS	401	8.00	0.00
12/23/2022	4100000005	Sandford, Jay E	HOL	401	8.00	0.00
12/23/2022	4100000005	Sandford, Jay E	2X	401	0.00	2.00
- plow streets						
----- Total For Employee: 4100000005					40.00	2.00
12/19/2022	4400000009	Bosas, Rebecca M	PERS	401	4.00	0.00
12/19/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- Water turn ons, offs						
12/20/2022	4400000009	Bosas, Rebecca M	PERS	401	4.00	0.00
12/20/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Water turn on						
12/20/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
12/21/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
12/21/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Pump hydrant for crapo bldg						
12/21/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Prep trucks for upcoming snow, put on blades, gas up, etc						
12/21/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Move old fallen signs out of roadway						
12/21/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Pick up garbage in roadway, mattress out of ROW						
12/22/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
12/22/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
12/22/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Pump hydrant used for Crapo bldgEtc						
12/23/2022	4400000009	Bosas, Rebecca M	HOL	401	8.00	0.00
-----					-----	-----
Total For Employee: 4400000009					40.00	0.00
12/19/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/20/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/21/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/22/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
12/23/2022	4400000016	Bincsik, Robert J	HOL	202	8.00	0.00
-----					-----	-----
Total For Employee: 4400000016					40.00	0.00
12/19/2022	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
12/20/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/20/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
12/20/2022	4400000018	Leavitt, Mikel D	REG	401	6.00	0.00
12/21/2022	4400000018	Leavitt, Mikel D	PERS	401	1.00	0.00
12/21/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/21/2022	4400000018	Leavitt, Mikel D	REG	401	5.00	0.00
12/22/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/22/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/22/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/22/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/22/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
12/23/2022	4400000018	Leavitt, Mikel D	HOL	401	8.00	0.00
-----					-----	-----
Total For Employee: 4400000018					40.00	0.00
Hours for Week Beginning: 12/24/2022						

12/24/2022	City Council Packet	Gardner, Rodney E	2X	401 51	0.00	4.00

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- plow						
12/26/2022	4100000001	Gardner, Rodney E	HOL	401	8.00	0.00
12/27/2022	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
12/28/2022	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
12/29/2022	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
12/30/2022	4100000001	Gardner, Rodney E	HOL	401	8.00	0.00
-----					40.00	4.00
Total For Employee: 4100000001						
12/24/2022	4100000004	Wright, David L	2X	401	0.00	2.00
- plowed snow						
12/24/2022	4100000004	Wright, David L	2X	401	0.00	2.00
- plowed snow						
12/26/2022	4100000004	Wright, David L	HOL	401	8.00	0.00
12/27/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/28/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/29/2022	4100000004	Wright, David L	VAC	401	8.00	0.00
12/30/2022	4100000004	Wright, David L	HOL	401	8.00	0.00
-----					40.00	4.00
Total For Employee: 4100000004						
12/24/2022	4100000005	Sandford, Jay E	2X	401	0.00	3.00
- plow streets						
12/26/2022	4100000005	Sandford, Jay E	HOL	401	8.00	0.00
12/27/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
12/27/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
12/28/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
12/29/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
12/29/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
- REMOVED VEHICLE EXPENSE PER ROB						
12/29/2022	4100000005	Sandford, Jay E	PERS	401	2.00	0.00
12/30/2022	4100000005	Sandford, Jay E	HOL	401	8.00	0.00
-----					40.00	3.00
Total For Employee: 4100000005						
12/24/2022	4400000009	Bosas, Rebecca M	2X	401	0.00	4.00
- Snow storm, plowed						
12/26/2022	4400000009	Bosas, Rebecca M	HOL	401	8.00	0.00
12/27/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Plowed/salted						
12/27/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Plowed/saltedScrew in tire, took 12-04 to Jerrys Tire						
12/28/2022	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
- Picked up dump from Jerrys tireClean off/out trucks used for plowing/salting						
12/29/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- shovel sidewalk along cemetery						
12/29/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Check seymour road for possible sewer backup - city main flowing, resident issue						

From: 12/01/2022 To: 12/31/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours	
12/29/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00	
		- Hydrant leaking in Seymour Rd trailer park - resolved - left partially on by outside contractor - pumped c					
12/29/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00	
		- Wash off rest of equipment from last snow event - backhoe, kubota, trucks, etc					
12/30/2022	4400000009	Bosas, Rebecca M	HOL	401	8.00	0.00	
-----					-----	-----	
Total For Employee: 4400000009					40.00	4.00	
12/26/2022	4400000016	Bincsik, Robert J	HOL	202	8.00	0.00	
12/27/2022	4400000016	Bincsik, Robert J	PERS	202	8.00	0.00	
12/28/2022	4400000016	Bincsik, Robert J	PERS	202	8.00	0.00	
12/29/2022	4400000016	Bincsik, Robert J	REG	202	5.00	0.00	
12/29/2022	4400000016	Bincsik, Robert J	VAC_MNGR	202	3.00	0.00	
12/30/2022	4400000016	Bincsik, Robert J	HOL	202	8.00	0.00	
-----					-----	-----	
Total For Employee: 4400000016					40.00	0.00	
12/24/2022	4400000018	Leavitt, Mikel D	2X	401	0.00	4.00	
		- Plowed roads.					
12/26/2022	4400000018	Leavitt, Mikel D	HOL	401	8.00	0.00	
12/27/2022	4400000018	Leavitt, Mikel D	REG	401	4.00	0.00	
12/27/2022	4400000018	Leavitt, Mikel D	REG	401	4.00	0.00	
12/28/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
12/28/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00	
12/28/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00	
12/28/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
12/28/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
12/29/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
12/29/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
12/29/2022	4400000018	Leavitt, Mikel D	PERS	401	4.00	0.00	
12/30/2022	4400000018	Leavitt, Mikel D	HOL	401	8.00	0.00	
-----					-----	-----	
Total For Employee: 4400000018					40.00	4.00	
Grand Total:					<u>1,056.00</u>	<u>30.50</u>	

Public Works
Monthly Work Orders

01/05/23

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD22-2164 COMPLETED	MI10-008298-0000-02	DIANNE K NEMER TRUST 8298 MILLER RD	12/05/22 12/05/22	FINAL READ
WOFF22-2567 COMPLETED	MO10-004290-0000-02	TQ HOLDINGS LLC 4290 MORRISH RD	12/03/22 12/03/22	WATER TURN OFF
READ22-0971	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	12/05/22	READ METER
FNRD22-2165 COMPLETED	BI10-005167-0000-03	PAQUETTE, TIMOTHY 5167 BIRCHCREST DR	12/05/22 12/05/22	FINAL READ
WTON22-1509 COMPLETED	MA30-007553-0000-10	WINELAND II, BILLY 7553 MASON ST	12/06/22 12/06/22	WATER TURN ON
FNRD22-2166 COMPLETED	WI10-005116-0000-06	CAPPS, JASON 5116 WINSHALL DR	12/07/22 12/07/22	FINAL READ
FLAG22-0241 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	12/07/22 12/09/22	LOWER/RAISE FLAG
FNRD22-2167 COMPLETED	CE10-009265-0000-10	FRITZLER, SELENA 9265 CEDAR CREEK CT	12/07/22 12/07/22	FINAL READ
WMBK22-0127 COMPLETED	GR10-005290-0000-04	ROSS, CHARLES 5290 GREENLEAF DR	12/08/22 12/09/22	WATER MAIN BREAK
FNRD22-2168 COMPLETED	GR20-007488-0000-06	DMZ PROPERTIES LLC 7488 GROVE ST	12/08/22 12/09/22	FINAL READ
FLAG22-0242 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	12/13/22 12/15/22	LOWER/RAISE FLAG
READ22-0972	CA10-008397-0000-02	BRECKENRIDGE, PATRICIA 8397 CAPPY LN	12/15/22	READ METER
READ22-0973	DO10-005404-0000-01	MC BRIDE, CHARLENE 5404 DON SHENK DR	12/15/22	READ METER
SETM22-0113 COMPLETED	DU10-005282-0000-04	HARTLEY, NICOLE 5282 DURWOOD DR	12/15/22 12/16/22	SET METER
READ22-0974 COMPLETED	DU10-005327-0000-03	LOOS, AUTUMN 5327 DURWOOD DR	12/15/22 12/16/22	READ METER
READ22-0975 COMPLETED	EL20-007511-0000-02	TERRIAN, FRANCES 7511 ELIZABETH CT	12/22/22 12/22/22	METER REPAIR
READ22-0976 COMPLETED	GR20-007415-0000-01	JOHNSON, ERIC 7415 GROVE ST	12/15/22 12/16/22	READ METER
READ22-0977 COMPLETED	LI10-004261-0000-12	CARPENTER, JOHN & CHING 4261 LINDSEY DR	12/16/22 12/16/22	READ METER
MTRP22-0679 COMPLETED	MI10-007594-0000-12	ELROD, JERRY 7594 MILLER RD	12/16/22 12/16/22	METER REPAIR
READ22-0978 COMPLETED	MO10-005152-B113-01	RIVERSIDE MANOR TOWNHOUSES 5152 MORRISH # B113 RD	12/16/22 12/16/22	READ METER

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
READ22-0979	OA10-005165-0000-01	STORMS, JEFF 5165 OAKVIEW DR	12/16/22	READ METER
READ22-0980	IN10-008129-0000-04	VENEGAS-SEXTON, MARIA 8129 INGALLS ST	12/16/22	READ METER
WREP22-0076	OA10-005165-0000-01	STORMS, JEFF 5165 OAKVIEW DR	12/22/22	WATER REPAIRS
WPRESS22-000042 COMPLETED	DO10-005310-0000-01	WILLIAMS, KATHRYN 5310 DON SHENK DR	12/19/22 12/19/22	WATER PRESSURE
WOFF22-2568 COMPLETED	WI10-005304-0000-08	CALDWELL, CHRISTINA 5304 WINSHALL DR	12/19/22 12/19/22	WATER TURN OFF
SI-000065 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	12/19/22 12/21/22	SIGNS
WOFF22-2569 COMPLETED	DO10-005160-0000-02	BOBB, MICHELLE A 5160 DON SHENK DR	12/19/22 12/19/22	WATER TURN OFF
WTON22-1510 COMPLETED	WI10-005304-0000-08	CALDWELL, CHRISTINA 5304 WINSHALL DR	12/20/22 12/20/22	WATER TURN ON
LNDS22-0169 CANCELLED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	12/21/22 12/21/22	LANDSCAPING
LNDS22-0170 COMPLETED	WI10-005363-0000-01	ABRAMS PARK 5363 WINSHALL DR	12/21/22 12/21/22	LANDSCAPING
READ22-0981 COMPLETED	DO10-005160-0000-02	BOBB, MICHELLE A 5160 DON SHENK DR	12/22/22 12/22/22	READ METER
WTON22-1511 COMPLETED	DO10-005160-0000-02	BOBB, MICHELLE A 5160 DON SHENK DR	12/22/22 12/22/22	WATER TURN ON
CKME22-0508 COMPLETED	BR20-006491-0000-04	ARRAND, PAIGE & ZACHARY 6491 BRISTOL RD	12/22/22 12/22/22	CHECK METER
MTRP22-0680	LU10-009034-0000-05	WEINGARTZ, AMY 9034 LUEA LN	12/28/22	METER REPAIR
SWBK22-0096	SE20-005276-0000-04	EDGAR, GARY JR 5276 SEYMOUR RD	12/29/22	SEWER BACKUP
HYDR23-0039 COMPLETED	SE20-004373-0000-02	HAVEN PARK 4373 SEYMOUR RD	12/29/22 01/05/23	HYDRANTS

Total Records: 36

Report Generated: 1/5/2023 8:34 AM

Report Options: Scheduled From: 12/1/2022 To: 12/31/2022

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
Pickup 4WD	1-20, 7-15,3-08, 2-08, 10-						
4100000001	Gardner, Rodney E	101-790.000-941.000		12/01/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	101-794.000-941.000		12/01/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	101-780.500-941.000		12/02/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	203-463.000-941.000		12/05/2022	6.00	12.34	74.04
4100000001	Gardner, Rodney E	203-429.000-941.000		12/06/2022	4.00	12.34	49.36
4100000001	Gardner, Rodney E	101-345.000-941.000		12/07/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	101-783.000-941.000		12/07/2022	3.00	12.34	37.02
4100000001	Gardner, Rodney E	591-540.000-941.000		12/07/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	203-463.000-941.000		12/08/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	590-536.000-941.000		12/09/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	101-780.500-941.000		12/16/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	101-782.000-941.000		12/16/2022	1.00	12.34	12.34
4100000001	Gardner, Rodney E	101-783.000-941.000		12/16/2022	1.00	12.34	12.34
4100000001	Gardner, Rodney E	591-540.000-941.000		12/19/2022	8.00	12.34	98.72
4100000001	Gardner, Rodney E	101-782.000-941.000		12/21/2022	2.00	12.34	24.68
4100000001	Gardner, Rodney E	591-540.000-941.000		12/21/2022	4.00	12.34	49.36
4100000004	Wright, David L	101-790.000-941.000		12/02/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-794.000-941.000		12/02/2022	2.00	12.34	24.68
4100000004	Wright, David L	202-441.000-941.000-441.000		12/05/2022	1.00	12.34	12.34
4100000004	Wright, David L	202-463.000-941.000		12/05/2022	3.00	12.34	37.02
4100000004	Wright, David L	203-463.000-941.000		12/05/2022	1.00	12.34	12.34
4100000004	Wright, David L	226-783.000-941.000		12/05/2022	1.00	12.34	12.34
4100000004	Wright, David L	591-540.000-941.000		12/05/2022	2.00	12.34	24.68
4100000004	Wright, David L	101-265.000-941.000		12/06/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-345.000-941.000		12/06/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-780.500-941.000		12/06/2022	1.00	12.34	12.34
4100000004	Wright, David L	202-463.000-941.000		12/06/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-790.000-941.000		12/13/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-794.000-941.000		12/13/2022	1.00	12.34	12.34
4100000004	Wright, David L	203-463.000-941.000		12/13/2022	2.00	12.34	24.68
4100000004	Wright, David L	591-540.000-941.000		12/13/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-794.000-941.000		12/14/2022	2.00	12.34	24.68
4100000004	Wright, David L	591-540.000-941.000		12/14/2022	2.00	12.34	24.68
4100000004	Wright, David L	202-441.000-941.000-441.000		12/15/2022	3.00	12.34	37.02
4100000004	Wright, David L	202-463.000-941.000		12/15/2022	1.00	12.34	12.34
4100000004	Wright, David L	203-463.000-941.000		12/15/2022	1.00	12.34	12.34
4100000004	Wright, David L	226-782.000-941.000		12/15/2022	1.00	12.34	12.34
4100000004	Wright, David L	226-783.000-941.000		12/15/2022	1.00	12.34	12.34
4100000004	Wright, David L	101-790.000-941.000		12/16/2022	2.00	12.34	24.68
4100000004	Wright, David L	203-463.000-941.000		12/16/2022	1.00	12.34	12.34
4100000004	Wright, David L	591-540.000-941.000		12/16/2022	1.00	12.34	12.34
4100000005	Sandford, Jay E	101-794.000-941.000		12/02/2022	8.00	12.34	98.72
4100000005	Sandford, Jay E	101-794.000-941.000		12/05/2022	4.00	12.34	49.36

Equipment Usage Detail Report
 From: 12/01/2022 To: 12/31/2022

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000005	Sandford, Jay E	202-463.000-941.000		12/05/2022	4.00	12.34	49.36
4100000005	Sandford, Jay E	101-783.000-941.000		12/06/2022	4.00	12.34	49.36
4100000005	Sandford, Jay E	202-463.000-941.000		12/06/2022	4.00	12.34	49.36
4100000005	Sandford, Jay E	101-783.000-941.000		12/07/2022	2.00	12.34	24.68
4100000005	Sandford, Jay E	101-794.000-941.000		12/07/2022	4.00	12.34	49.36
4100000005	Sandford, Jay E	591-540.000-941.000		12/08/2022	4.00	12.34	49.36
4100000005	Sandford, Jay E	101-265.000-941.000		12/09/2022	2.00	12.34	24.68
4100000005	Sandford, Jay E	101-790.000-941.000		12/09/2022	3.00	12.34	37.02
4100000005	Sandford, Jay E	591-540.000-941.000		12/09/2022	3.00	12.34	37.02
4100000005	Sandford, Jay E	101-265.000-941.000		12/12/2022	4.00	12.34	49.36
4100000005	Sandford, Jay E	101-783.000-941.000		12/12/2022	2.00	12.34	24.68
4100000005	Sandford, Jay E	226-783.000-941.000		12/12/2022	2.00	12.34	24.68
4100000005	Sandford, Jay E	591-542.000-941.000		12/15/2022	8.00	12.34	98.72
4100000005	Sandford, Jay E	591-542.000-941.000		12/16/2022	8.00	12.34	98.72
4100000005	Sandford, Jay E	591-540.000-941.000		12/19/2022	8.00	12.34	98.72
4100000005	Sandford, Jay E	591-540.000-941.000		12/20/2022	8.00	12.34	98.72
4100000005	Sandford, Jay E	591-540.000-941.000		12/21/2022	8.00	12.34	98.72
4100000005	Sandford, Jay E	591-540.000-941.000		12/29/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	101-794.000-941.000		12/01/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/01/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-794.000-941.000		12/02/2022	3.00	12.34	37.02
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/02/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	101-794.000-941.000		12/03/2022	3.00	12.34	37.02
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/03/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	101-794.000-941.000		12/05/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		12/05/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/05/2022	5.00	12.34	61.70
4400000009	Bosas, Rebecca M	101-783.000-941.000		12/06/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/06/2022	3.00	12.34	37.02
4400000009	Bosas, Rebecca M	101-783.000-941.000		12/07/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/07/2022	6.00	12.34	74.04
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/08/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/12/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	101-783.000-941.000		12/13/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	203-463.000-941.000		12/13/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		12/13/2022	3.00	12.34	37.02
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/13/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		12/15/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/15/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	591-542.000-941.000		12/16/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-542.000-941.000		12/19/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/20/2022	3.00	12.34	37.02
4400000009	Bosas, Rebecca M	591-542.000-941.000		12/20/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-265.000-941.000		12/21/2022	1.00	12.34	12.34

Equipment Usage Detail Report
 From: 12/01/2022 To: 12/31/2022

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000009	Bosas, Rebecca M	202-463.000-941.000		12/21/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	226-528.000-941.000		12/21/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/21/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-265.000-941.000		12/22/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/22/2022	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	203-478.000-941.000		12/24/2022	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	101-567.000-941.000		12/29/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		12/29/2022	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		12/29/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	101-783.000-941.000		12/01/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/01/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-783.000-941.000		12/01/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	203-463.000-941.000		12/02/2022	6.00	12.34	74.04
4400000018	Leavitt, Mikel D	590-536.000-941.000		12/02/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	101-794.000-941.000		12/05/2022	3.00	12.34	37.02
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/05/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	591-540.000-941.000		12/06/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/06/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/07/2022	1.50	12.34	18.51
4400000018	Leavitt, Mikel D	591-540.000-941.000		12/08/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	101-780.500-941.000		12/09/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	101-794.000-941.000		12/09/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	202-441.000-941.000-441.000		12/09/2022	1.50	12.34	18.51
4400000018	Leavitt, Mikel D	226-528.000-941.000		12/09/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-782.000-941.000		12/09/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-783.000-941.000		12/09/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/12/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	101-783.000-941.000		12/13/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	591-540.000-941.000		12/13/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/15/2022	8.00	12.34	98.72
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/16/2022	8.00	12.34	98.72
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/19/2022	8.00	12.34	98.72
4400000018	Leavitt, Mikel D	101-780.500-941.000		12/20/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-783.000-941.000		12/20/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/22/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	590-536.000-941.000		12/22/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	591-540.000-941.000		12/22/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/22/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/24/2022	4.00	12.34	49.36
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/27/2022	4.00	12.34	49.36
4400000018	Leavitt, Mikel D	203-463.000-941.000		12/27/2022	4.00	12.34	49.36
4400000018	Leavitt, Mikel D	101-780.500-941.000		12/28/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	226-782.000-941.000		12/28/2022	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-783.000-941.000		12/28/2022	1.00	12.34	12.34

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000018	Leavitt, Mikel D	591-542.000-941.000		12/28/2022	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	590-536.000-941.000		12/29/2022	2.00	12.34	24.68
4400000019	Kruyer, Cameron G	101-567.000-941.000		12/21/2022	1.00	12.34	12.34
4400000019	Kruyer, Cameron G	101-783.000-941.000		12/21/2022	2.00	12.34	24.68
4400000019	Kruyer, Cameron G	101-790.000-941.000		12/21/2022	1.00	12.34	12.34
4400000019	Kruyer, Cameron G	101-780.500-941.000		12/22/2022	1.00	12.34	12.34
4400000019	Kruyer, Cameron G	226-782.000-941.000		12/22/2022	1.00	12.34	12.34
4400000019	Kruyer, Cameron G	226-783.000-941.000		12/22/2022	2.00	12.34	24.68
Equipment Totals					349.00		4,306.66
Front Blade	Front Blade/Plow - used on						
4400000009	Bosas, Rebecca M	203-478.000-941.000		12/24/2022	4.00	22.89	91.56
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/24/2022	4.00	22.89	91.56
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/27/2022	4.00	22.89	91.56
4400000018	Leavitt, Mikel D	203-463.000-941.000		12/27/2022	4.00	22.89	91.56
4400000018	Leavitt, Mikel D	101-780.500-941.000		12/28/2022	2.00	22.89	45.78
Equipment Totals					18.00		412.02
Pickup 2WD	6-16 2WD						
4400000019	Kruyer, Cameron G	101-780.500-941.000		12/29/2022	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	101-782.000-941.000		12/29/2022	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	101-783.000-941.000		12/29/2022	2.00	11.12	22.24
4400000019	Kruyer, Cameron G	101-790.000-941.000		12/29/2022	1.00	11.12	11.12
Equipment Totals					5.00		55.60
Backhoe	Backhoe 6-00, 17, 8-22						
4100000004	Wright, David L	101-794.000-941.000		12/01/2022	6.00	60.49	362.94
4100000004	Wright, David L	101-794.000-941.000		12/02/2022	5.00	60.49	302.45
4100000004	Wright, David L	202-474.000-941.000		12/06/2022	1.00	60.49	60.49
4100000004	Wright, David L	202-474.000-941.000		12/12/2022	1.00	60.49	60.49
Equipment Totals					13.00		786.37
Breaker	Breaker - used on backhoe						
Bucket Truck	No. 06-99						
Bucket	Bucket - used with Bucket						
Brush Hog	NO. 9-02						
Dump	Dump Truck 1-22, 11, 12-02,						
4100000004	Wright, David L	101-783.000-941.000		12/12/2022	2.00	55.53	111.06
4100000004	Wright, David L	203-463.000-941.000		12/12/2022	1.00	55.53	55.53
4100000004	Wright, David L	202-478.000-941.000		12/18/2022	2.50	55.53	138.83
4100000004	Wright, David L	202-478.000-941.000		12/24/2022	2.00	55.53	111.06

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	203-478.000-941.000		12/24/2022	2.00	55.53	111.06
4100000005	Sandford, Jay E	202-478.000-941.000		12/23/2022	2.00	55.53	111.06
4100000005	Sandford, Jay E	202-478.000-941.000		12/24/2022	3.00	55.53	166.59
4100000005	Sandford, Jay E	202-478.000-941.000		12/27/2022	4.00	55.53	222.12
4100000005	Sandford, Jay E	203-478.000-941.000		12/27/2022	4.00	55.53	222.12
4400000009	Bosas, Rebecca M	202-478.000-941.000		12/22/2022	4.00	55.53	222.12
4400000009	Bosas, Rebecca M	202-478.000-941.000		12/27/2022	4.00	55.53	222.12
4400000009	Bosas, Rebecca M	203-478.000-941.000		12/27/2022	4.00	55.53	222.12
4400000009	Bosas, Rebecca M	202-478.000-941.000		12/28/2022	2.00	55.53	111.06
4400000018	Leavitt, Mikel D	101-780.500-941.000		12/13/2022	3.00	55.53	166.59
Equipment Totals					39.50		2,193.44
UnderbodyScrapr	Underbody Scraper used w/						
4100000001	Gardner, Rodney E	202-478.000-941.000		12/23/2022	2.00	9.82	19.64
4100000001	Gardner, Rodney E	202-478.000-941.000		12/24/2022	4.00	9.82	39.28
4100000004	Wright, David L	202-478.000-941.000		12/24/2022	2.00	9.82	19.64
4100000004	Wright, David L	203-478.000-941.000		12/24/2022	2.00	9.82	19.64
4100000005	Sandford, Jay E	202-478.000-941.000		12/23/2022	2.00	9.82	19.64
4100000005	Sandford, Jay E	202-478.000-941.000		12/24/2022	3.00	9.82	29.46
4100000005	Sandford, Jay E	202-478.000-941.000		12/27/2022	4.00	9.82	39.28
4100000005	Sandford, Jay E	203-478.000-941.000		12/27/2022	4.00	9.82	39.28
4400000009	Bosas, Rebecca M	202-478.000-941.000		12/27/2022	4.00	9.82	39.28
4400000009	Bosas, Rebecca M	203-478.000-941.000		12/27/2022	4.00	9.82	39.28
Equipment Totals					31.00		304.42
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
4100000004	Wright, David L	202-478.000-941.000		12/18/2022	2.50	11.52	28.80
4100000005	Sandford, Jay E	202-478.000-941.000		12/23/2022	2.00	11.52	23.04
4100000005	Sandford, Jay E	202-478.000-941.000		12/24/2022	3.00	11.52	34.56
4100000005	Sandford, Jay E	202-478.000-941.000		12/27/2022	4.00	11.52	46.08
4100000005	Sandford, Jay E	203-478.000-941.000		12/27/2022	4.00	11.52	46.08
4400000009	Bosas, Rebecca M	202-478.000-941.000		12/27/2022	4.00	11.52	46.08
4400000009	Bosas, Rebecca M	203-478.000-941.000		12/27/2022	4.00	11.52	46.08
Equipment Totals					23.50		270.72
Sweeper	Sweeper						
Vacuum Cleaner	Sweeper - used with Street						
Tractor	Tractor						
Woodchipper	Woodchipper						
Material Heater	Material Heater 42, 9-22						
4100000004	Wright, David L	202-463.000-941.000	60	12/05/2022	3.00	13.06	39.18

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	203-463.000-941.000		12/13/2022	2.00	13.06	26.12
4400000018	Leavitt, Mikel D	203-463.000-941.000		12/02/2022	6.00	13.06	78.36
4400000018	Leavitt, Mikel D	202-463.000-941.000		12/05/2022	3.00	13.06	39.18
4400000018	Leavitt, Mikel D	203-463.000-941.000		12/13/2022	2.00	13.06	26.12
Equipment Totals					16.00		208.96
Kubota	Kubota #5-18						
4400000019	Kruyer, Cameron G	203-478.000-941.000		12/27/2022	8.00	13.38	107.04
Equipment Totals					8.00		107.04
Arrow	Arrow						
Trailer	Trailer						

Grand Totals							
Equipment:					19	503.00	8,645.23
Materials:					0	0.00	0.00
Totals:					19		8,645.23

December 2022	Beginning Mileage	Ending Mileage	Miles Driven	Gallons Gas Purchased	Gallons Diesel Purchased
#6-16 2WD P/U gas	84914				
#1-20 4WD P/U diesel	4364	4568	204	25	
#7-15 4WD P/U gas	46658	47240	582	52.6	
#3-08 4WD P/U gas	81652	81810	158	17.5	
#10-18 4WD P/U diesel	27123	27446	323		39.4
#7-22 4 WD P/U gas	940	1265	325	39	
#2-08 4WD P/U gas	74325	74608	283	42.9	
#6-00 BACKHOE diesel					
#1-22 DUMP	3723	3874	151		32.7
#11 DUMP gas					
#12-02 DUMP diesel	34815				
#12-04 DUMP diesel		41150			69.8
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					
#8-22 BACKHOE					29
#19 JD TRACTOR diesel					
#069-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					
#8-07 STREET SWEEPER diesel	18759				
#42 ASPHALT HEATER diesel					
#9-22 PATCHER					
#37 TRAIL ARROW					
#10-15 GEN gas					
#5-18 KUBOTA (hours) gas can	763				
TOTAL			2026	177	170.9



To: Swartz Creek City Council
From: Doug Stephens, Swartz Creek Kiwanis Club
Re: 2023 Art in the Park art fair at Elms Park

Please consider this request to waive the park fee, and the security fee, for the total use of Elms Park on Friday, August 18, and Saturday, August 19, 2023.

HISTORY: We held the art fair at the park in 2009 thru 2022. The public responded well to those events with over 2000 people attending each year. In 2013 and 2014 we tried moving indoors to the Cage Field House, which did not draw well. We returned to Elms Park in 2015. Our last show was in 2022. 2023 will be our 14th show.

We are partnering with the Swartz Creek Area Art Guild and the Women's Club. Generally speaking Kiwanis will provide 12 years of experience in conducting an art fair; the Art Guild, their 7th year with us, will be responsible for recruiting artists; the Women's Club will provide artist refreshments and conduct a blind auction. This is a fundraiser for all three groups, and we anticipate a total net profit in excess of \$12,000, which will all go back into the community. The Chamber of Commerce is also a loyal sponsor and helper. The City has provided tremendous support in preparing the park for the event.

BENEFIT TO SWARTZ CREEK: In the past the art fair has brought a sense in pride in the community in that it has created positive awareness of Swartz Creek from outside communities. It has also brought in funds to the community that is used to benefit the community rather than a commercial entity. Some of those funds went directly into supporting Elms Park.

KIWANIS: The Kiwanis Club of Swartz Creek has been serving the youth of the Swartz Creek area since 1955. For example, we have provided over \$100,000 worth of college scholarships in that time. Their total budget has been in excess of \$500,000, all of which has gone back into the community. They were instrumental in building Elms Park and the main pavilion. In 2009 they made structural repairs and installed a new roof on the main pavilion. They also provided funds and volunteer labor in the construction of the playscape, and in 2011 they refurbished it.

ART GUILD: Established in 2010, the Art Guild is dedicated to promoting interest in the visual arts through education and development of artistic activities in S.C. and surrounding areas. They partner with VSA of Michigan and Elmer Knoph Learning Center to provide art experiences and educational instruction for disabled youth and adults. They also sponsor an annual Student Exhibit at the Gallery for the S.C. High School Art Dept.

WOMEN'S CLUB: This group contributes many hours to Swartz Creek by planting and maintaining the flower pots in town and the entrance garden to the city buildings during the growing season. They have made financial contributions to the police and fire departments for the police dog, Cops in the Park, etc. They were also involved, physically and financially, in the repairs to the park pavilion in the downtown park, and the Veterans Memorial statues.

Your approval of this waiver would be greatly appreciated by these groups who are selflessly working hard to improve Swartz Creek, one dollar at a time.

Following is some comments we received from artists and patrons, as well as two images that represent how we intend to use the park.

Questions can be addressed to Doug Stephens, dstephens@hsaa.com, Cell: 810 282 7641
Website: www.swartzcreekkiwanis.org/art

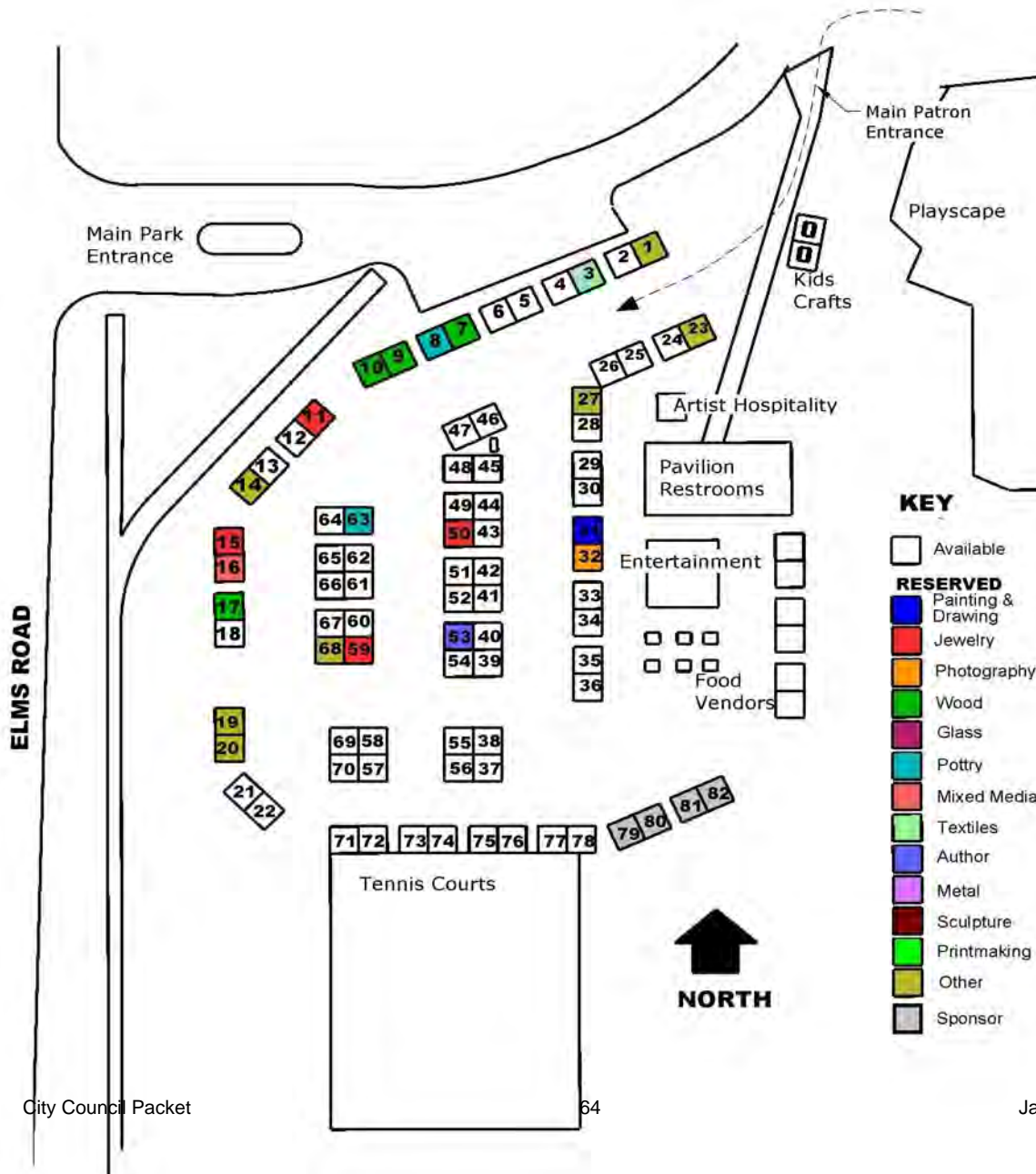
it was. Weather was perfect (I know you worked hard on that) and the lay-out and amenities were some of the finest (and we've been to The Suburban Collection-Great Lakes Art Fair among other Art shows) and was so pleasantly surprised how great an event you put on! Everyone was so helpful and we loved the free water and healthy snacks (loved the fruit cups!). We had a great day of sales and we look forward to returning in 2018. Thanks for the personal invite and see you in 2018! We will spread the word to others as well!"
 Janet & Larry Allen

"Love this annual event! Great place to bring the family. Nice variety of fine arts. I always leave with a Christmas gift for someone, and always regret not buying more for myself!" - Lina Russell

"Great art & craft show. Entertainment was excellent! Talent was diverse & fun. Food was delicious, and the event was organized & well attended. Every year it gets bigger & better." - Bonnie Krupp O'Neal

Swartz Creek Art in the Park is America at its best !!! We live in one of the greatest cities in the world !!!
 Richard Kerry Thompson

"The Kiwanis Art in the Park is the best Art show i have ever been to". - Pat Kenke





Proof of Pavilion Reservation

NOT RESERVABLE: Playscape, Restrooms, Play Equipment, Tennis Courts, Volleyball Courts and Basketball Courts. Ball diamonds may be requested during the week by submitting a schedule to the City Offices, including dates, times, ball diamond location and group requesting the reservation; all of which will be reviewed and scheduled administratively.

All monies, including a \$100 refundable deposit, must be paid at time of reservation. Only Cash payments will be accepted for a rental date of five (5) days or less. Any cancellations must be made two (2) weeks prior to event date. All cancellations are subject to a \$20.00 Cancellation Fee. ABSOLUTELY NO REFUNDS DUE TO WEATHER.

Park Fees Apply on Fridays, Saturdays, Sundays and Holidays. Fees Charged May through October.

Elms Park- 4125 Elms Rd

Abrams Park- 5225 Winshall Dr.

- #1 \$70.00
70-80 People Electricity 8 Tables
- #2 \$120.00
90-100 People Electricity 7 Tables
- #3 \$70.00
25-30 People 4 Tables
- #4 \$120.00
80-90 People Electricity 12 Table
- Ball Field
- Soccer Field

- #1 \$70.00
60 People 4 Large Tables
- #2 \$70.00
80 People 6 Large Tables
- #3 \$70.00
40 People 4 Small Tables
- Ball Field

WE REQUEST THE ENTIRE PARK. A REQUEST FOR A FEE WAIVER WILL BE SUBMITTED LATER. THIS WAIVER HAS ALWAYS BEEN GRANTED IN THE PAST.

Date of Reservation August 17-18, 2023

August 18 & 19

Name of Responsible Party KIWANIS CLUB OF SWARTZ CREEK

Address 5023 HOLLAND Phone: 810 282 7641

City SWARTZ CREEK, MI Zip 48473

Number of Guests 2000 Nature of Activity ANNUAL ART FAIR

Responsible Party Signature Douglas Stephens

E-Mail Address DOUG@HSAA.COM

I have received a copy of the Park Rules: YES

Deposits can be expected to be returned within 30 days of reservation date.

CASH

CHECK#

Receipt #

Area restrooms are attended to during the early morning hours in the summertime. Due to high park volume and vandalism, you are strongly encouraged to bring your own paper products and soap or sanitizer for restroom use.

IF THERE ARE PROBLEMS AT THE PARK CONTACT 911.

City Official _____ Date _____

SUPERVISOR
TONYA KETZLER

CLERK
CORY BOSTWICK

TREASURER
DENNIS OWENS

TOWNSHIP MANAGER
CHAD YOUNG



3478 MUNDY AVENUE
SWARTZ CREEK, MICHIGAN 48473-8836
TELEPHONE 810 655-4631 FAX 810 655-6621 www.mundytwp-mi.gov

TRUSTEES

MARK GORTON
KIMBERLY JIMENEZ
DEBRA RIDLEY
KYLE WARD

January 3, 2023

Mr. Adam Zettel, AICP
Swartz Creek City Manager
8083 Civic Drive
Swartz Creek, MI 48473

RE: ECONOMIC & COMMUNITY DEVELOPMENT SHARED SERVICES

Mr. Zettel,

As you know, over the prior months Mundy Township has endeavored to expand our professional capacity and added value offerings as a municipal organization by hiring an Economic and Community Development Director. This position will also serve as Director of the Mundy Township – Hill Road Corridor Improvement Authority (CIA), providing much needed professional staff support in the realms of business development, recruitment, retention and more to Mundy Township's equivalent of a Downtown Development Authority.

As of the date of this communication, I am pleased to announce that Mundy Township has been successful in recruiting and hiring Mrs. Samantha Fountain to this role of Economic and Community Development Director. Mrs. Fountain is a former Swartz Creek City resident and member of City Council, has a Master's Degree in Business Administration – Public Administration, and most recently served as Director of Economic Development with the City of Flint.

I'm proud of the enviable history of interlocal cooperation and shared services agreements between the City of Swartz Creek and Mundy Township. With this in mind, and noting my belief that this new position would also provide excellent value to Swartz Creek City, I am proposing a new interlocal cooperative agreement for economic and community development services. I'm confident an equivalent of 12-hours of service per week can be provided to Swartz Creek for an annual cost of \$30,000 or less; a draft agreement reflecting as much is enclosed for review and consideration.

Thank you for your attention to this matter. As always, please don't hesitate to contact me in the event of any questions, comments, or concerns from yourself or the Swartz Creek City Council.

With regard,

Chad Young
Township Manager
Charter Township of Mundy

AGREEMENT FOR JOINT ECONOMIC DEVELOPMENT SERVICES

This is an Agreement for joint services. This Agreement made by and between the Charter Township of Mundy (Mundy) and the City of Swartz Creek (Swartz Creek). The purpose of this Agreement, under Michigan law 124.532, is to reduce costs and expenses for Mundy and Swartz Creek.

Mundy and Swartz Creek have the responsibility, authority, and right to manage and direct on behalf of the public the functions or services performed or exercised to the extent provided in this Agreement.

Mundy shall employ an economic and community development professional (Professional), appropriately educated, experienced and qualified to perform, including but not limited to, economic development, business attraction, and community development strategy design and implementation. The Professional shall remain an employee of Mundy and not of Swartz Creek. Mundy shall furnish the use of the Professional to Swartz Creek, pursuant to the terms below:

1. Swartz Creek shall reimburse Mundy 30% of the Professional's documented wage and benefits as annualized and billed monthly, plus a 10% multiplier to cover related position training, technology, travel, and other reimbursable items that Mundy will separately provide.
2. Mundy shall make the Professional available twelve (12) hours each week, based on a schedule agreeable to the Mundy Township Administrator and Swartz Creek City Manager, with allowances for vacations and holidays.
3. Swartz Creek shall have the ability to adjust the work schedule to meet its needs if the Professional does not provide more than 624 hours of direct service in any calendar year or ninety-six (96) hours in any calendar month.
4. Swartz Creek agrees to enable proxy work and limited contact, as approved by the Swartz Creek City Manager, during times of scheduled vacation, training, or related events.
5. Additional hours of service can be provided upon request, if agreeable by the Mundy Township Administrator and Swartz Creek City Manager, at the same rate as that billed under term number 1 above.
6. The parties expressly acknowledge that the Professional, as a Mundy employee, is required at all times to act in the best interests of Mundy. In instances of actual or perceived conflict between the parties' interests in any activity performed or project pursued by the Professional, as identified by either party or the Professional, the Professional shall immediately cease all work on said activity or project on behalf of Swartz Creek and inform both the Mundy Township Administrator and Swartz Creek City Manager of all details of any related work performed to that point.

This Agreement may be terminated by either party on sixty (60) days written notice, without or for any reason. The agreement shall terminate immediately upon separation of the Professional from Mundy. Upon notice of termination, the parties shall conclude all in process activities in honor of this Agreement.

SPECIFIC DUTIES AND RESPONSIBILITIES OF ECONOMIC DEVELOPMENT PROFESSIONAL

The economic development professional shall, to the extent permitted by the weekly allotment of time:

1. Develop strategies for commercial business attraction and retention; meet with individuals interested in business location; actively promote and advertise business opportunities; and, work with local officials and realtors to encourage leases, sales and commercial inflow.
2. Develop goals, objectives, and make recommendations – including procedure, process, and internal control suggestions – on how to improve economic and community development to the Swartz Creek City Manager in accordance with City needs, directives, and legal requirements.
3. Work with various local, State, and Federal agencies and officials on projects pertaining to Swartz Creek and regional development to benefit Swartz Creek.
4. Provide consulting and support staff services to the Swartz Creek Downtown Development Authority (DDA) as directed by the Swartz Creek City Manager.
5. Work cooperatively with Swartz Creek staff, attorneys, planners, engineers, and other public officials and agencies on real estate, capital improvement, and infrastructure projects affecting Swartz Creek’s commercial areas.
6. Develop and oversee the implementation of marketing and public relations efforts on behalf of Swartz Creek; produce various articles and informational pieces for newsletters, web-site, brochures, and general distribution.
7. Serve as a media resource for DDA and economic developmental issues; meet with reporters, answer questions, and issue press releases on newsworthy development issues at the direction of the Swartz Creek City Manager.
8. Function as a supervisor for various events, activities, and projects, eliciting volunteer involvement and organizing participation.
9. Provide related assistance as agreeable by Swartz Creek, Mundy, and the Professional.

THE CHARTER TOWNSHIP OF MUNDY

THE CITY OF SWARTZ CREEK

By: TONYA KETZLER, Supervisor

By: DAVID KRUEGER, Mayor

Dated: _____

Dated: _____



December 15, 2022

City Clerk
City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473



Dear City Clerk:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note the changes below effective January 24, 2023. Impacted customers are being notified through bill message.

Effective January 24, 2023, the following channel changes will occur: Primo will only be available in HD; Primo HD will be added to Digital Starter and Kids & Family channel 1721. HD channels require HD Technology Fee and X1 TV Box or compatible customer owned device.

Also, pursuant to P.A. 480 of 2006, Section 9 (4), Comcast Cable's local operating entity hereby reports that Comcast does not deny access to services to any group of potential residential subscribers because of the race or income of the residents in the local area. A similar report has been filed with the Michigan Public Service Commission.

Please feel free to contact me at 734-359-2077 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Miller". The signature is stylized and cursive.

Benjamin Miller
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

January 5, 2023

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

Attention: **Mr. Adam Zettel, AICP**
City Manager

Regarding: **Final Engineering Services Proposal**
Miller Road from Hayes Street to Seymour Road

Dear Mr. Zettel:

We would like to thank you for the opportunity to submit a proposal for final engineering services for the resurfacing of Miller Road from N. Seymour Road to Morrish Rd. GI level plans were completed last year to resurface just over one (1) mile of Miller Road within the project limits, and we're excited to continue working with the City of Swartz Creek to provide final engineering services for this project.

PROJECT UNDERSTANDING

The project involves milling and resurfacing the existing pavement section of the road, making pavement and joint repairs, miscellaneous curb repairs, ADA sidewalk ramp upgrades, potential drainage improvements, and signage and pavement marking to greatly improve the safety and condition of this road segment.

SCOPE OF SERVICES

Our scope of professional services includes the following tasks:

FINAL ENGINEERING SERVICES

- ▶ Verify utility information with franchise utility companies and review/update existing data currently in the plans as necessary.
- ▶ Coordinate the maintenance of traffic plan and project schedule with other projects or events in the area.
- ▶ Obtain topographic survey information for intersection sidewalk ramps.
- ▶ Review sidewalk ramps to be upgraded to current requirements along the project route, per ADA requirements.
- ▶ Obtain topographic survey information every 200 feet at road cross sections to analyze existing crown conditions of the road.
- ▶ Meet with City Staff to determine curb & gutter removal and replacement locations and discuss potential drainage improvements identified by the City.
- ▶ Review and finalize plans to a level similar to MDOT Local Agency Program's project.
- ▶ Review the project estimate for scope additions or subtractions and verify quantities.
- ▶ Provide OHM standard contract book specifications and special provisions in compliance with MDOT pay items. Provisions will be added to ensure Davis-Bacon laws are included in accordance with MDOT requirements.
- ▶ Submit plans to necessary permitting agencies and address any comments should they arise.
- ▶ Submit all documents to City Staff for a preliminary review before bidding.
- ▶ Address any comments/concerns raised and publicly bid the project.
- ▶ Answer questions raised by contractors during the bidding process.



COMPENSATION AND SCHEDULE

The above-mentioned services will be performed on a **Time and Materials Basis** with an amount not to exceed **\$20,985.00**.

We are prepared to begin the project upon receiving a signed authorization and will work with the City to meet a schedule that works within their timeframe. It is anticipated that plans will be prepared and ready to be publicly bid in early 2023.

FURTHER CLARIFICATIONS AND ASSUMPTIONS

The above-listed scope of services was prepared with the following assumptions:

- The City will be responsible for all permit application fees and permit fees.
- No temporary or permanent right-of-way acquisition is required.
- No additional pavement coring or soils investigation.
- OHM will be pleased to provide any additional services for this project on an hourly basis. Services not included in this proposal:
 - a. Construction phase services such as, but not limited to, construction management, construction engineering, construction administration, construction observation and/or construction layout.
 - b. Relocation design services for sanitary sewer, if required.
 - c. Environmental assessments or reports, drainage studies, or other environmental evaluations associated with potential contaminated soils.
 - d. Traffic signalization design.
 - e. Preparation of plans for landscaping and ornamental features.
 - f. Location of private utilities, other than requesting as-built information from private utility owners.

Should you find this agreement acceptable, please execute a copy and return to us for our files. We look forward to working with the City on another successful project. If you have any questions, please feel free to contact me at rob.merinsky@ohm-advisors.com or (810) 396-4372.

Sincerely,
OHM Advisors

Rob Merinsky, PE
Project Manager

Enclosures: Standard Terms and Conditions

Cc: File



**City of Swartz Creek
Miller Road Rehabilitation – Final Engineering Services**

Accepted By: _____

Title: _____

Date: _____

TERMS & CONDITIONS



1. **THE AGREEMENT.** These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM ADVISORS), a registered Michigan Corporation, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.
2. **CLIENT RESPONSIBILITIES.** CLIENT, at no cost, shall:
 - a. Provide access to the project site to allow timely performance of the services.
 - b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
 - c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.
3. **PROJECT INFORMATION.** OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.
4. **PERIOD OF SERVICE.** The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.
5. **COMPENSATION.** CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.
6. **TERMS OF PAYMENT.** Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.
7. **STANDARD OF CARE.** OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.
8. **RESTRICTION OF REMEDIES.** OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.
9. **LIMIT OF LIABILITY.** To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to \$25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.
10. **ASSIGNMENT.** Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.
11. **NO WAIVER.** Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.
12. **GOVERNING LAW.** The laws of the State of Michigan will govern the validity of this Agreement, its interpretation and performance.
13. **INSTRUMENTS OF SERVICE.** OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.
14. **CERTIFICATIONS.** OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.
15. **TERMINATION.** Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
16. **RIGHT TO SUSPEND SERVICES.** In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.

17. OPINIONS OF PROBABLE COST. OHM ADVISORS preparation of Opinions of Probable Cost represents OHM ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.
18. JOB SITE SAFETY. Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.
19. CONTRACTOR SUBMITTALS. If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.
20. CONSTRUCTION OBSERVATION. If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.
21. HAZARDOUS MATERIALS. As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.
22. WAIVER OF CONSEQUENTIAL DAMAGES. The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.
23. WAIVER OF SUBROGATION. The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.
24. THIRD PARTIES. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.
25. CODE REVIEW/ACCESSIBILITY. In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.
26. DISPUTE RESOLUTION. In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.