

# City of Swartz Creek

## AGENDA

Regular Council Meeting, Monday, February 13, 2023, 6:00 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 January 23, 2023 MOTION Pg. 24
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. 30
  - 6C. Expanded Park Use Request Pg. 61
  - 6D. Drain Repair Description and Bids Pg. 62
  - 6E. Draft Curfew Ordinance Amendment Pg. 71
  - 6F. Planning Commission/ZBA Annual Report Pg. 73
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Expanded Use Park Reservation RESO Pg. 21
  - 8B. Drain Repair Bids RESO Pg. 22
  - 8C. Curfew Ordinance Amendment DISCUSSION
  - 8D. Appointment RESO Pg. 22
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 23

### Next Month Calendar

Fire Board:	Monday, February 20, 2023, 6:00 p.m., Station #1
Park Board:	Tuesday, February 21, 2023, 5:30 p.m. PDBMB
City Council	Monday, February 27, 2023, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, February 22, 2023, 11:00 a.m., Metro HQ
Planning Commission:	Tuesday, March 7, 2023, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, March 9, 2023, 6:00 p.m., PDBMB
City Council	Monday, March 13, 2023, 6:00 p.m., PDBMB
Zoning Board of Appeals:	Wednesday, March 14, 2023, 6:00 p.m., PDBMB (One day early)

## **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, FEBRUARY 13, 2023, 6:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **February 13, 2023** starting at 6:00 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](https://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: February 13, 2023 at 6:00 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](mailto: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, February 13, 2023 - 6:00 P.M.**

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

**FROM: Adam Zettel, City Manager**

**DATE: February 8, 2023**

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

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

There are no current appeals. We await the 2023 appeals, which are supposed to be filed by the end of May.

✓ **STREETS (See Individual Category)**

✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP) (Update)**

The Morrish Road project is fully open to traffic and substantially complete. This project should be behind us very shortly. Before accepting the work, I needed to address concerns that we had about some apparent reflective cracking. While cracking over joints is not uncommon for rehabilitation projects, it appeared that there was a substantial amount that may be cause for concern. This is most notable around Fortino and the storage units on Morrish.

During the week of January 30<sup>th</sup>, I had an MDOT official inspect the project. He said that this is very common. Filling these cracks in 2023 will be imperative. Once complete, there should not be any substantial change for a number of years. As such, we will look to close out the project as soon as we can.

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 is working on final engineering, and we hope to bid soon.

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 (prevailing 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 option is some striping or lane change configurations downtown, should the city wish 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 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.*

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 intend 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 several administrative tasks for staff, the city attorney, and our consultants. In addition, we were also pursuing a plastic pipe option.

I have consulted with the Genesee County Drain Commission office of Water and Waste Services. Due to several issues, there is NOT a practical path forward with the use of plastic pipe. The county has promulgated rules that prohibit water from leaving a plastic distribution pipe and re-entering the county system. This would mean that we would need to place check valves at each transition point of ductile iron pipe to plastic pipe. The result would be system isolation, reduced redundancy, and severely compromised fire flows. As such, we will be staying with ductile iron.

The previous report follows.

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, can be compromised by ground contamination, 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 developers 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** (*No Change of Status*)

The winter newsletter is out. Let me know what you think.

✓ **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 leftover millings. We may have budget available 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. 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**. It appears that a plan is coming together to put a varsity baseball field here. The school is open to a partnership that may allow the DDA to pursue seasonal skating and/or public art.
4. 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 drop off lanes, as well as STEM labs.
5. **(Update)** **Street repair in 2023** is in the pre-bid phase. We expect to complete work on Miller, from Morrish to Seymour (at Speedway).
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.
9. There is a conceptual **site plan in for some vacant land between Heritage Village and Otterburn Park**. Woodside Builders is proposing a number of fourplex condominiums. They are working with our planner.

✓ **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** (*Update*)

This project is out for bid. However, there are some issues that require attention.

In a recent turn of events, we have learned that federal funds cannot be used for forestry work during our construction season (after March 31). As such, we need to remove trees of 6" diameter or larger from the project area with a separate contract. As of writing, we are seeking prices from a couple tree service providers. If they are under our bidding threshold, we will proceed directly. If the work is to exceed \$7,500, we shall bring bids and/or pricing to the council.

To inventory and mark the trees for removal, we requested to have the trail center marked by our engineer. What we discovered is that the trail is much closer to the creek slope in many places than is desirable. There are also many mature trees in the direct path of the trail. In short, it appears that the trail location was placed without consideration of topography or trees, making the project less efficient and less in tune with the natural features.

I met with their company CEO and President on Wednesday on this and other issues. I learned that a new design was bid in error. MDOT will allow us to return to the original design, which will be reflective of a meandering path that we would expect. In addition, we set some new standards for communication, staffing, and quality control that will ensure better execution of our other projects from a design and observation standpoint. There is more to say here than I am putting in the report, due to the large scope of the situational

context. I am happy to add a verbal report at the meeting or speak to council members further about our professional engineering service.

The project 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.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

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

The DDA is taking the lead on this. There has already been some discussion about activities at Holland Square, including seasonal skating or public art. The conversation also carried over to Mary Crapo, where the school is planning a project.

Samantha discovered that we can draw from this source more than once, and the timelines that the MEDC encourages are short. As such, we are putting the longer term project of Mary Crapo cooperation on the back burner, and the DDA is focusing on activating Holland Square. To this end, we expect to have a concept reviewed at the March 9 meeting that includes some form of portable bandshell or vendor spaces, string lighting, and art.

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

Burrito Bros, 8013 Miller, applied for and **RECEIVED** a 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 (Update)**

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 2<sup>nd</sup>. 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.

As time continues to pass and prices climb substantially, I do not believe we can tackle the scope of work that we planned. The regional planning commission indicated that we have the ability to scale back the project prior to bidding. I recommend we do so to keep the project affordable. This does not mean that the other sidewalks cannot be placed with

local funds. However, I recommend that if the city wishes to install such walks, that we do so at a separate time with local funds and not in tandem with the federal CDBG funds, which require prevailing wages.

✓ **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. There were 482 submitted applications and 14 awards. Ours was not one of them. This is not good news, but this application was more opportunistic than essential. The grant writer will still be working on other funds in the coming year, including congressional directed spending and a DNR Trust Fund application.

✓ **INGALLS STREET REPORT-SPEEDING** *(Update)*

I have liaised with the school concerning the reuse of Mary Crapo. It seems likely that this property is going to house a new varsity baseball field. It is also apparent that onsite parking will be limited. I suspect on street parking will be very useful, if not essential, for this use. As such, I recommend we delay indefinitely the prospect of on street parking. This can be ascertained once the site is operating in its new mode. The previous report follows.

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** *(Update)*



Mrs. Fountain has hit the ground running. She is actively working on summer events, the creation of a comprehensive business owner database, the Public Places, Community Spaces grant, and other projects. I have created a new staff report section below that will replace this section in future packets.

✓ **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** *(No Change of Status)*

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.

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

✓ **MONTHLY REPORTS** *(Update)*

We have routine departmental reports for review.

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

✓ **PLANNING COMMISSION** *(Update)*

The PC met on February 7<sup>th</sup> for training. They held a formal training session, "Site Plan Review." This is a Michigan Association of Planning course that was instructed by our Planner, Carmine Avantini of CIB Planning. It was well attended by our planning commission, ZBA, and even some folks from Burton (who will be invoiced to help offset costs).

In addition, the commission held their annual meeting. They maintained the same slate of officers, with Wyatt as Chair, Henry as Vice-Chair, and Binder as Secretary. They also approved the 2022 annual report, which is included in the packet. In the near future, they will also 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.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(Update)*

The DDA met February 9<sup>th</sup>. They approved funding of half of the economic development position. They also approved a sponsorship for the fine arts association. In addition, they deliberated crowdfunding ideas (see the dedicated section above). Lastly, they took a look at a template tax increment financing incentive policy. This will be revisited in March as well.

Previously, 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 March 9, 2023.

✓ **ZONING BOARD OF APPEALS** *(Update)*

ZBA members were required (to the extent we can require attendance) to attend the February 7<sup>th</sup> Site Plan Review training that was held at city hall, along with the Planning Commission. They are also scheduled for Advanced ZBA training on March 14<sup>th</sup>, which will also be held at city hall. I am expecting a use variance request for March as well.

✓ **PARKS AND RECREATION COMMISSION** *(No Change of Status)*

The Park Board met on January 17<sup>th</sup>. In addition to the routine reports, they selected officers (Barclay-Chair, R.L. Hicks-Vice Chair, and Olger-Secretary). They also discussed potential improvements or additions to Abrams Park, including reuse of the tennis courts. Lastly, they considered the possibility for general fund raising, including the establishment of an endowment.

At their meeting on December 20th, they approved the park plan for distribution. This plan has been available for public inspection since then and is now ready for final approval. A resolution is included in the packet.

Their next regular meeting will be February 21st.

✓ **BOARD OF REVIEW (No Change of Status)**

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. The next set of meetings will be the March Board of Review.

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

Reminder to all councilmembers to please check your mailbox. 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. The county's post-election audit is in process, no updates currently.

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

- ❑ DPS has been working on pulling GPS points and correcting our maps in the GIS primarily for sanitary sewer.
- ❑ DPS continues to get summer equipment ready for work.
- ❑ DPS is working on building some document boxes for reservations of the pavilions in Elms park.
- ❑ DPS has ordered the signage for Elms Park (speed limit, park hours etc)
- ❑ We have had 11 snow events this year. 3 have required plowing all streets including residential streets.

✓ **TREASURER UPDATE (Update)**

Payments for summer and winter tax bills continue to be received in the office. Real Property Taxes will go delinquent to the County on March 1<sup>st</sup>. Preliminary data collection has begun for the FY24 draft budget. 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.

✓ **ECONOMIC DEVELOPMENT UPDATE (Update)**

This is a new section that will be authored by Samantha Fountain. – Things are moving right along! The economic development contract started on February 1<sup>st</sup>. I have begun meeting with local businesses, and have created a Facebook page to share business highlights, events, and other economic development related programming. It is called "Downtown Swartz Creek Business and Events". Please join if you are so inclined.

I've also learned about a grant opportunity through the Michigan Arts and Culture Council, "Community Partners Grant". I think we could easily find a project that fits within the criteria. The minimum grant is \$10,000 with a maximum of \$20,000 with a 1:1 cash or in-kind match. A partnership with a local art, culture, or historical society is necessary.

## NEW BUSINESS / PROJECTED ISSUES & PROJECTS

### ✓ **APPOINTMENTS** (*Business Item*)

The park board was leaning towards getting a National Honor Society or Student Council Student on the board. School staff indicated that no students were interested. With some outreach, we were able to garner three applications. The mayor recommends Mr. Edmond Bosas, who has volunteered to serve. I have included a resolution to that end. If approved, 100% of all positions will be filled!

### ✓ **EXPANDED USE RESERVATION REQUEST** (*Business Item*)

The More Life Tabernacle is requesting an expanded use reservation for Elms Park. The group already has a reservation and is not seeking a waiver of the fees. Specifically, they are seeking the ability to occupy the grounds around the reserved pavilion to play live music, offer free food, and to provide related child entertainment.

I am including their written request in the packet. This church is located on Lennon Road, just east of Elms and is within the Swartz Creek School District. They have conducted this event before and are a recognized charitable group that is in good standing with the city.

### ✓ **EMERGENCY DRAIN REPAIR** (*Business Item*)

While walking the creek on the north bank between Morrish and Fairchild, we came across a drain that was significantly eroded. We believe it is imperative to halt this erosion with appropriate maintenance prior to the spring rains and possible commandment of the SRTS trail in the same vicinity.

To that end, we have requested bids. The responsible low bid appears to be RBF. I am including the bid tabulation sheet and specs, along with a resolution to proceed. Note that both companies have valid insurance on file with the city.

### ✓ **CURFEW ORDINANCE AMENDMENT** (*Business Item*)

The Hometown Days group is employing various strategies to increase security, comfort, and orderliness at this year's event. To that end, they meet regularly with Arnolds Amusements, city staff, Metro PD, and the Michigan State Police to devise strategies for the operation of the event, enforcement of rules, and communication plan. This is to counter some undesirable activities that have occurred later in the evenings of the event, specifically dealing with the fighting of unaccompanied minors.

So far, I am impressed with the efforts. They will be enforcing a strategic shut down of rides earlier, setting new expectations for attendees, limiting bags, and restricting unaccompanied minors after 7pm. To that end, they seek to have the city cooperate on a temporary curfew. I agree with this concept. We certainly do not wish to have Hometown Days remove a number of unaccompanied minors from their event, only to have them wandering the public streets immediately afterwards.

I requested the city attorney to craft slight changes to our existing ordinance that will enable council to set a temporary curfew in the city. Note that the original version establishes that a minor is under 17. The Hometown Days group wishes to set this at 18. Our attorney indicates that both are manageable. His specific feedback on the matter is, "Persons who are 17 fit

somewhere between an adult and a minor. If you're 17, you can't be incorrigible, or truant, or deemed a runaway. That being said, 18 is the age of majority so I believe we can apply restrictions to any person less than 18 years of age."

Please take a look at the draft ordinance. This is the first that we have considered this as a group, so it is not on the agenda for action. Depending on how much time we have, we should be able to deliberate the conceptual merits and specific language.

✓ **COMMUNICATION TOWER INQUIRIES (Update)**

I have gotten three different inquiries from existing and potential towers in the last week. I expect to have more detailed information for council soon, including amended lease offers.

The tower in Elms Park is vacant. The owner has been attempting to secure new users, but they have been unsuccessful. During the vacancy, the council agreed to drop their rent to 25% of the standard lease. This temporary reduction has expired. They made an inquiry to see if the council would consider extending the partial abatement while the tower remains unoccupied. I instructed them to send a formal cover letter and lease instrument.

American Tower, which is on Elms by the creek, also reached out about a rent reduction. They indicated that their prospects for some renewals look slim. Given the suspected aggression with which the vacant tower is likely pursuing their users, I believe this to be true. They seek a ~20% rent reduction. I recommend we negotiate something, given the circumstances related to tower demand at the present time.

Lastly, Verizon is looking for some tower space in the community where there have been some areas of limited service. I applaud this, as do many residents. It is not clear if they will pursue a city asset, a private asset, or something out of our jurisdiction. The water tower certainly presents itself as an option, but it may not work for various reasons.

**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.

*Equipment to be Sold:* Once the next dump truck is delivered and winter is at an end, the city will be auctioning one pickup, both older dump trucks, one backhoe, and the old bucket truck (not yet replaced).

**City of Swartz Creek  
RESOLUTIONS  
Regular Council Meeting, Monday, February 13, 2023, 6:00 P.M.**

**Motion No. 230213-4A**                      **MINUTES – JANUARY 23, 2023**

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

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, January 23, 2023, to be circulated and placed on file.

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

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

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

**Motion No. 230213-5A**                      **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 February 13, 2023, to be circulated and placed on file.

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

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

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

**Motion No. 230213-6A**                      **CITY MANAGER’S REPORT**

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

**I Move** the Swartz Creek City Council accept the City Manager’s Report of February 13, 2023 including reports and communications, to be circulated and placed on file.

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

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

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

**Resolution No. 230213-8A**                      **RESOLUTION TO APPROVE AN EXPANDED USE  
RESERVATION AND PARK FEE 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 More Life Tabernacle is proposing an expanded park use reservation for Elms Park June 17, 2023 for the purpose of holding an entertainment event that will be open and advertised to the public; and

**WHEREAS**, the group is a recognized non-profit operating in Swartz Creek that meets the requirements for an expanded use reservation; and

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the expanded use reservation of the More Life Tabernacle for their pavilion reservation in Elms Park on June 17, 2023, including the provision of live music, free food, and related entertainment in and around the pavilion grounds.

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

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

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

**Resolution No. 230213-8B**

**RESOLUTION TO APPROVE BIDS FOR THE REPAIR OF A STORM DRAIN OFF THE END OF BRADY STREET AT THE SWARTZ CREEK**

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

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of storm water assets; and

**WHEREAS**, an inspection of the creek bank identified a section of large diameter concrete storm pipe that was failing, resulting in erosion of the area adjacent to and in line with the storm pipe; and

**WHEREAS**, the City advertised bids to correct the deficiency; and

**WHEREAS**, RBF Construction, Inc. is the lowest responsible bidder.

**THEREFORE BE IT RESOLVED** the City of Swartz Creek hereby approves the bid by in the amount of \$9,870 for restoration of the drain, with an allowance of 15% contingency, and further directs the City Treasurer to appropriate funds and amend the budget as necessary.

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

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

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

**Resolution No. 230213-8D**

**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:

#230213-8D1 **MAYOR APPOINTMENT:** **Edmond Bosas**  
Park Board – Resident  
Remainder of Two year term, expiring November 25, 2024

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

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

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

**Motion No. 230213-11A                      ADJOURN**

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

**I Move** the Swartz Creek City Council adjourn the regular council meeting of February 13, 2023.

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

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

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

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 01/23/2023**

The meeting was called to order at 7:00 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, Knickerbocker, Henry.

Councilmembers Absent: None.

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

Others Present: Jim Barclay, Metro PD Chief Bade, Fire Chief Dave Plumb, Ken Brill, Samantha Fountain.

Others Virtually Attended: Lania Rocha, Deanna Korth.

**APPROVAL OF MINUTES**

**Resolution No. 230123-01** **(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday January 9, 2023, to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 230123-02** **(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 January 23, 2023, to be circulated and placed on file.

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



NO: None. Motion Declared Carried.

**CITY MANAGER’S REPORT**

**Resolution No. 230123-03**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager’s Report of January 23, 2023, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

None.

**COUNCIL BUSINESS:**

**A RESOLUTION TO APPROVE A SHARED SERVICE AGREEMENT WITH MUNDY TOWNSHIP THAT WILL ENABLE THE SERVICE AND COST SHARING OF ECONOMIC DEVELOPMENT SERVICES**

**Resolution No. 230123-04**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Henry

**WHEREAS**, the City operates a Downtown Development Authority, as well as a budgeted Community Promotions budget department within the general fund; and

**WHEREAS**, the City aspires to increase the number and scale of community events, to enhance business development & attraction services, and to better promote and brand the communities events, business, and public offerings; and

**WHEREAS**, the Township of Mundy is similarly situated and has hired a qualified, full time economic development professional to build capacity to meet such needs; and

**WHEREAS**, the Township of Mundy seeks to partner with the City to benefit both parties through economies of scale and local expertise; and

**WHEREAS**, Public Act 63 of 2011, introduced the Economic Vitality Incentive Program, requiring municipalities receiving over \$4,500 in revenue sharing to engage in numerous activities, including service consolidation; and

**WHEREAS**, the city and township can benefit from the skill set of a qualified economic development professional and/or department.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby approves the agreement for joint services with Mundy Township as included in the January 23, 2023 packet and authorizes and directs the Mayor to execute said agreement on behalf of the City.

Discussion Ensued.

YES: Krueger, Knickerbocker, Henry, Cramer, Hicks.

NO: Spillane, Gilbert. Motion Declared Carried.

## **RESOLUTION TO APPROVE MID-YEAR BUDGET ADJUSTMENTS**

**Resolution No. 230123-05**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Henry

**WHEREAS**, Act 621 of P.A. 1978 provides for a uniform budgeting system for local units of government; and

**WHEREAS**, Act 275 of P.A. of 1980 further prohibits deficit spending by local units of government; and

**WHEREAS**, the City Council has reviewed the City's 2022 – 2023 Revenue and Expenditure Report through December, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

**WHEREAS**, the City Council has received a Budget Amendment Summary and Revenue and Expenditure Reports reflecting proposed changes in budgeted items; and

**WHEREAS**, new budget amounts necessitate adjustments to the original adopted budget; and

**WHEREAS**, said supplemental documentation shows the new proposed revenue and expenditures by fund.

**THEREFORE BE IT RESOLVED**, the Swartz Creek City Council hereby

authorizes and directs the city treasurer to make all necessary mid-year budget adjustment amendments to all city funds in accordance with the supplemental documentation (pages 49 to 53) attached.

Discussion Ensued.

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

**BREAK 7:52 PM TO 8:00 PM**

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENTS FOR THE SWARTZ CREEK AREA FIRE DEPARTMENT**

**Resolution No. 230123-06**

**(Carried)**

Motion by Councilmember Knickerbocker  
Second by Councilmember Henry

**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 department has experienced some budget needs that require adjustment of certain line items by 10% or more; and

**WHEREAS**, section 12.e of the interlocal agreement requires municipal approval of any such adjustments; and

**WHEREAS**, the adjustments reflect circumstances consistent with reasonable operational needs and do not result in an overall increase to municipal contributions.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek approves the requested budget amendments as presented in the January 23, 2023 city council packet.

Discussion Ensued.

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

**RESOLUTION TO APPROVE COMMISSION APPOINTMENT**

**Resolution No. 230123-07**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Gilbert

**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:

- |                   |  |                      |
|-------------------|--|----------------------|
| <b>#230123-7A</b> | <b><u>MAYOR APPOINTMENT:</u></b><br>Fire Board – Citizen Representative<br>Remainder of Two year term, expiring November 25, 2024                        | <b>Kenneth Brill</b> |
| <b>#230123-7B</b> | <b><u>MAYOR APPOINTMENT:</u></b><br>Regional Police Authority of Genesee County – Council Rep<br>Three year term, expiring January 31, 2026              | <b>Nathan Henry</b>  |
| <b>#230123-7C</b> | <b><u>MAYOR APPOINTMENT:</u></b><br>Zoning Board of Appeals – Citizen Representative - Alternate<br>Remainder of Three year term, expiring June 30, 2023 | <b>Kenneth Brill</b> |
| <b>#230123-7D</b> | <b><u>MAYOR APPOINTMENT:</u></b><br>Board of Review – Citizen Representative<br>Remainder of Three-year term, expiring June 30, 2025                     | <b>Kenneth Brill</b> |

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

None.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Spillane commented that things are moving ahead.

Councilmember Henry appreciates the difference in opinions, and it is good to have the discussions.

Councilmember Cramer would like the point of contact for the Old Methodist Church, he would like to invite them to the next Historical Society meeting in February.

Mayor Pro Tem Hicks is looking forward to the projects Samantha Fountain is proposing and would like a report in person or in writing every few months.

Councilmember Gilbert questioned what Biggby Coffee was building. Mr. Zettel responded that it is a custom accessory building that the Health Department is requiring for storage.

Councilmember Knickerbocker thanked everyone for the appointment and bear with him on the processes of the council. The Chamber is having a luncheon tomorrow at Serv Pro at noon.

Mayor Krueger invited everyone to the chamber luncheon and thanked everyone for coming to the meeting tonight. Next meeting will be at 6pm, an hour early so everyone can attend the Valentine's Day concert at the PAC.

## **ADJOURNMENT**

**Resolution No. 230123-08**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Henry

**I Move** the Swartz Creek City Council adjourn the regular council meeting of January 23, 2023 at 8:19 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Olger, City Clerk**

# 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
<b>Building</b>							
PB2100076	01/03/23	DOUGLASS, RUSSELL		58-02-529-012	\$3,360	\$105.00 5058 MORRISH RD	48473-Res Garage detached
PB2200075	01/25/23	Jerry's Manufactured Home Rer	(810) 893 4792	58-35-776-055	\$0	\$175.00 55 KINGSLEY	48473-Mobile Home
PB2300001	01/12/23	Ayotte Construction	(810) 955 3706	58-02-502-003	\$4,800	\$115.00 5228 WORCHESTER DR	48473-Res Add/Alter/Repair
PB2300003	01/30/23	JMZ PROPERTIES LLC	(810) 232 2278	58-03-579-003	\$15,000	\$180.00 5404 DON SHENK DR	48473-Res Add/Alter/Repair

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**Total: 4 Permits Value: \$23,160 Fee Total: \$575.00** Total Number of Dwelling Units 0

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### Electrical

PE2300001	01/09/23	Consolidated Electrical Contrac	(517) 484 8413	58-36-527-002	\$0	\$144.00 4177 SILVER MAPLE LN	48473-Electrical
PE2300002	01/24/23	KB Electric	(810) 691 0595	58-36-676-091	\$0	\$390.00 4250 ALEX MARIN DR	48473 Electrical
PE2300003	01/24/23	KB Electric	(810) 691 0595	58-36-676-089	\$0	\$340.00 4264 ALEX MARIN DR	48473 Electrical
PE2300004	01/24/23	KB Electric	(810) 691 0595	58-36-676-097	\$0	\$340.00 4275 ALEX MARIN DR	48473 Electrical

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**Total: 4 Permits Value: \$0 Fee Total: \$1,214.00** Total Number of Dwelling Units 0

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### Mechanical

PM220051	01/25/23	Jerry's Manufactured Home Rer	(810) 893 4792	58-35-776-055	\$0	\$155.00 55 KINGSLEY	48473-Mechanical
PM230001	01/05/23	Ryan Strehlke	(231) 564 0036	58-36-651-002	\$0	\$195.00 4464 COLONY CT	48473-Mechanical
PM230002	01/10/23	BB Service Technician LLC	(810) 348 7255	58-36-676-089	\$0	\$275.00 4264 ALEX MARIN DR	48473 Mechanical
PM230003	01/12/23	DallAire Heating & Cooling	(810) 379 0322	58-36-527-002	\$0	\$155.00 4177 SILVER MAPLE LN	48473-Mechanical
PM230006	01/24/23	Miller-Boldt, Inc.	(586) 997 3300	58-02-200-036	\$0	\$160.00 8230 CRAPO ST	48473 Mechanical

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**Total: 5 Permits Value: \$0 Fee Total: \$940.00** Total Number of Dwelling Units 0

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# 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
<b>Plumbing</b>							
PP220026	01/25/23	Jerry's Manufactured Home Rer	(810) 893 4792	58-35-776-055	\$0 \$145.00	55 KINGSLEY	48473-Plumbing
PP220027	01/04/23	D & B Mechanical, Inc.	(810) 686 3590	58-03-533-196	\$0 \$155.00	9179 NORBURY DR	48473-Plumbing
PP230001	01/30/23	JMZ PROPERTIES LLC	(810) 232 2278	58-03-579-003	\$0 \$150.00	5404 DON SHENK DR	48473-Plumbing
<b>Total:</b>		<b>3 Permits</b>	<b>Value: \$0</b>		<b>Fee Total:</b>	<b>\$450.00</b>	Total Number of Dwelling Units <b>0</b>

<b>Zoning</b>							
PZ22-0025	01/30/23	FREEDOM PROPERTIES OF	8106913478	58-35-576-048	\$0 \$25.00	8006 MILLER RD	48473-Miscellaneous
<b>Total:</b>		<b>1 Permits</b>	<b>Value: \$0</b>		<b>Fee Total:</b>	<b>\$25.00</b>	Total Number of Dwelling Units <b>0</b>

**Permit Total: 17                      Value: \$23,160                      Fee Total: \$3,204.00**

Permit.DateIssued Between 1/1/2023 12:00:00 AM AND 1/31/2023 11:59:59 PM

# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4250 ALEX MARIN DR	58-36-676-091	Masonry	01/03/2023	01/03/2023	Approved
7197 RUSSELL DR	58-36-676-086	Footing	01/03/2023	01/03/2023	Approved
5048 MC LAIN ST	58-02-526-055	Initial	01/03/2023	01/03/2023	Violation(s)
5165 DAVAL DR	58-02-501-010	Initial	01/03/2023	01/03/2023	Complied
9263 CEDAR CREEK CT	58-03-627-001	Initial	01/03/2023	01/03/2023	Locked Out
7508 ELIZABETH CT	58-36-651-059	Follow Up	01/04/2023	01/03/2023	Complied
5304 DON SHENK DR	58-02-552-010	Initial	01/04/2023	01/04/2023	Violation(s)
5428 MILLER RD	58-29-551-007	Onsite Meeting	01/05/2023	01/05/2023	Approved
7082 ABBEY LN	58-36-526-054	Final	01/05/2023	01/05/2023	Approved
5015 THIRD ST	58-01-502-121	Final	01/05/2023	01/05/2023	Approved
4260 ALEX MARIN DR	58-36-676-090	Final	01/05/2023	01/05/2023	Partially Approv
9179 NORBURY DR	58-03-533-196	Final	01/05/2023	01/05/2023	Approved
8460 CAPPY LN	58-02-502-019	Final	01/05/2023	01/05/2023	Locked Out
5351 SEYMOUR RD	58-03-533-028	Final	01/09/2023	01/09/2023	Approved
5351 SEYMOUR RD	58-03-533-028	Final	01/09/2023	01/09/2023	Approved
4260 ALEX MARIN DR	58-36-676-090	Final	01/09/2023	01/09/2023	Approved
9179 NORBURY DR	58-03-533-196	Rough	01/09/2023	01/09/2023	Approved
8460 CAPPY LN	58-02-502-019	Final-Reinspection	01/09/2023	01/09/2023	Approved
8522 MILLER RD	58-35-551-008	Status	01/10/2023	01/10/2023	Complied
7561 MILLER RD	58-01-502-027	Status	01/10/2023	01/10/2023	Partially Complie
4260 ALEX MARIN DR	58-36-676-090	Final	01/10/2023	01/10/2023	Approved
9227 JILL MARIE LN	58-03-534-011	Final	01/10/2023	01/10/2023	Approved
8023 BRISTOL RD	58-35-200-014	Final	01/10/2023	01/10/2023	Approved
4264 ALEX MARIN DR	58-36-676-089	Rough	01/10/2023		
5006 FORD ST	58-02-528-011	Initial	01/10/2023	01/10/2023	Violation(s)
5006 FORD ST 2	58-02-528-011	Initial	01/10/2023	01/10/2023	Violation(s)
4505 RAUBINGER RD	58-36-300-003	Initial	01/10/2023	01/10/2023	Violation(s)
6103 MILLER RD	58-31-527-004	Initial	01/10/2023	01/10/2023	Violation(s)
140 ASHLEY CIR	58-35-776-140	Final	01/12/2023	01/12/2023	Approved
7197 RUSSELL DR	58-36-676-086	Backfill	01/12/2023	01/12/2023	Approved
4534 RAUBINGER RD	58-01-501-014	Onsite Meeting	01/16/2023	01/16/2023	Partially Complie
5006 FORD ST	58-02-528-011	Follow Up	01/16/2023	01/16/2023	Complied
5006 FORD ST 2	58-02-528-011	Follow Up	01/16/2023	01/16/2023	Complied
8391 MILLER RD	58-02-504-010	Ordinance	01/17/2023	01/17/2023	No Violation
6273 MILLER RD	58-31-200-017	Final	01/17/2023	01/17/2023	Approved
9318 CHESTERFIELD DR	58-03-531-018	Final	01/17/2023	01/17/2023	Approved



# Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
8012 MAPLE ST	58-02-530-045	Initial	01/17/2023	01/17/2023	Violation(s)
8012 MAPLE ST 2	58-02-530-045	Initial	01/17/2023	01/17/2023	Violation(s)
4369 ROUNDHOUSE RD	58-36-300-029	Follow Up	01/18/2023	01/23/2023	Locked Out
4264 ALEX MARIN DR	58-36-676-089	Masonry	01/18/2023	01/18/2023	Approved
9265 CEDAR CREEK CT	58-03-627-002	Initial	01/18/2023	01/18/2023	Locked Out
3486 ELMS RD	58-25-576-009	Initial	01/18/2023	01/18/2023	Violation(s)
7561 MILLER RD	58-01-502-027	Status	01/19/2023	01/19/2023	Complied
160 BROOKFIELD	58-35-776-160	Final	01/19/2023	01/19/2023	Approved
4177 SILVER MAPLE LN	58-36-527-002	Final	01/19/2023	01/19/2023	Approved
4464 COLONY CT	58-36-651-002	Final	01/19/2023	01/19/2023	Approved
7550 MILLER RD	58-36-552-010	Status	01/23/2023	01/23/2023	Not Ready
5404 DON SHENK DR	58-03-579-003	Site Inspection	01/23/2023	01/23/2023	Violation(s)
6350 MILLER RD	58-31-100-023	Ordinance	01/24/2023	01/24/2023	Violation(s)
7493 MILLER RD	58-01-501-001	Ordinance	01/24/2023	01/24/2023	Violation(s)
4173 HICKORY LN	58-36-530-003	Ordinance	01/24/2023	01/24/2023	Violation(s)
5404 DON SHENK DR	58-03-579-003	Status	01/24/2023	01/24/2023	Complied
4426 MORRISH RD	58-35-576-004	Initial	01/24/2023	01/24/2023	Violation(s)
4369 ROUNDHOUSE RD	58-36-300-029	Follow Up	01/25/2023	01/26/2023	No Change
8012 MAPLE ST	58-02-530-045	Follow Up	01/25/2023	01/26/2023	Complied
8012 MAPLE ST 2	58-02-530-045	Follow Up	01/25/2023	01/26/2023	Complied
4250 ALEX MARIN DR	58-36-676-091	Service	01/25/2023	01/25/2023	Approved
4250 ALEX MARIN DR	58-36-676-091	Rough	01/25/2023	01/25/2023	Approved
4264 ALEX MARIN DR	58-36-676-089	Service	01/25/2023	01/25/2023	Approved
4275 ALEX MARIN DR	58-36-676-097	Service	01/25/2023	01/25/2023	Approved
9265 CEDAR CREEK CT	58-03-627-002	Initial	01/26/2023	01/31/2023	Complied
5410 DON SHENK DR	58-03-579-002	Follow Up	01/26/2023	01/31/2023	Partially Complied
9179 NORBURY DR	58-03-533-196	Final	01/30/2023	01/30/2023	Approved
6350 MILLER RD	58-31-100-023	Status	01/31/2023	01/31/2023	Partially Complied
7493 MILLER RD	58-01-501-001	Status	01/31/2023	01/31/2023	Partially Complied
4177 SILVER MAPLE LN	58-36-527-002	Final	01/31/2023	01/31/2023	Approved
5228 BIRCHCREST DR	58-03-531-116	Final	01/31/2023	01/31/2023	Disapproved
6134 MILLER RD	58-31-526-007	Initial	01/31/2023	01/31/2023	Complied
9295 CEDAR CREEK CT	58-03-627-015	Initial	01/31/2023	01/31/2023	Complied

**Inspections: 69**

City Council Packet

Population: All Records

Inspection.DateTimeScheduled Between 1/1/2023 12:00:00 AM AND 1/31/2023 11:59:59 PM

# Certificates With Inspections

02/01/2023

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR230001	8012 MAPLE ST	01/03/2023	01/03/2023	01/03/2023	01/26/2023	01/03/2025	Certified
Follow Up	Corey Jarbeau	Corey Jarbeau	Completed	Complied			
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR230002	8012 MAPLE ST 2	01/03/2023	01/03/2023	01/03/2023	01/26/2023	01/03/2025	Certified
Follow Up	Corey Jarbeau	Corey Jarbeau	Completed	Complied			
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR230003	3486 ELMS RD	01/03/2023	01/03/2023	01/03/2023	01/18/2023	01/03/2025	Suspended
Initial	KBROWN	Corey Jarbeau	Completed	Violation(s)			
CR230004	4505 RAUBINGER RD	01/03/2023	01/03/2023	01/04/2023	01/10/2023	01/04/2025	Suspended
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR230005	5006 FORD ST	01/05/2023	01/05/2023	01/05/2023	01/16/2023	01/05/2025	Certified
Follow Up	Corey Jarbeau	Corey Jarbeau	Completed	Complied			
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR230006	6134 MILLER RD	01/09/2023	01/09/2023	01/09/2023	01/31/2023	01/09/2025	Certified
Initial	KBROWN	Corey Jarbeau	Completed	Complied			
CR230007	5006 FORD ST 2	01/10/2023	01/10/2023	01/16/2023	01/16/2023	01/16/2025	Certified
Follow Up	Corey Jarbeau	Corey Jarbeau	Completed	Complied			
Initial	JKEY	Corey Jarbeau	Completed	Violation(s)			
CR230009	8048 MILLER RD 2	01/11/2023	01/11/2023	01/11/2023		01/11/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
CR230010	8048 MILLER RD 3	01/11/2023	01/11/2023	01/11/2023		01/11/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
CR230011	8048 MILLER RD 4	01/11/2023	01/11/2023	01/11/2023		01/11/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
CR230012	8048 MILLER RD 5	01/11/2023	01/11/2023	01/11/2023		01/11/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				

# Certificates With Inspections

02/01/2023

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR230013	8048 MILLER RD 6	01/11/2023	01/11/2023	01/11/2023		01/11/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				
CR230014	8048 MILLER RD 7	01/11/2023	01/11/2023	01/11/2023		01/11/2025	Suspended
Initial	JKEY	Corey Jarbeau	Scheduled				

Population: All Records

Record Count: 13

Certificate.DateIssued Between 1/1/2023 12:00:00 AM  
AND 1/31/2023 11:59:59 PM

# Enforcements By Category

02/01/23

## ANIMALS

Enforcement Number	Address	Status	Filed	Closed
E23-001	8391 MILLER RD	No Violation	01/16/23	01/17/23
			<b>Total Entries: 1</b>	

## BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E23-003	6350 MILLER RD	Violation	01/23/23	
E23-004	7493 MILLER RD	Violation	01/23/23	
			<b>Total Entries: 2</b>	

## BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E23-002	5404 DON SHENK DR	Closed	01/23/23	01/24/23
			<b>Total Entries: 1</b>	

## PARKING

Enforcement Number	Address	Status	Filed	Closed
E23-005	4173 HICKORY LN	Closed	01/23/23	01/24/23
			<b>Total Entries: 1</b>	

**Total Records: 5**

Population: All Records

Enforcement.DateFiled Between 1/1/2023 12:00:00 AM AND 1/31/2023 11:59:00 PM

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

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
01/05/2023	51640	CHASE CARD SERVICES	SPILL CONTAINMENT PLATFORM (2)	488.78
			55 GALLON DRUM DOLLY	159.99
			FEDERAL GRANTS TRAINING KORTH	245.00
			TRAINING DAVID SPILLANE	85.00
			WATER TRAINING BINCSIK	325.00
			TABLEROLL	14.99
			CASE OF 24 20 OZ TRAVEL MUG (3)	1,154.46
			WATER/MINI LIGHTS	423.68
			ZOOM	31.78
				2,928.68
01/05/2023	51641	COMCAST BUSINESS	CITY HALL MONTHLY INVOICE 12/26/22-1/25/	252.80
01/05/2023	51642	COMCAST BUSINESS	MONTHLY INVOICE DPW 12/29/22-1/28/23	241.59
01/05/2023	51643	DAVID WRIGHT	CLOTHING REIMB. WRIGHT	375.40
01/05/2023	51644	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION JANUARY 2023 (6)	39.36
01/05/2023	51645	MIKEL LEAVITT	CLOTHING REIMB. LEAVITT	149.98
01/12/2023	51646	ACE OUTDOOR SERVICES LLC	SNOW PLOWING/SHOVELING ESTIMATE FY23	2,151.00
01/12/2023	51647	ADS PLUS PRINTING LLC	NAME PLATES MELEN/SPILLANE	79.68
01/12/2023	51648	APPLE CREEK STATION LLC	REFUND ESCROW BALANCE	241.00
01/12/2023	51649	ASHLEY WHITE	UB REFUND 8390 CAPPY	818.21
01/12/2023	51650	BETTY SHANNON	CONTRACT REIMB RETIREE MEDICAL OCT-DEC 2	1,078.44
01/12/2023	51651	BIO-SERV CORPORATION	PEST CONTROL - CITY HALL/LIBRARY-SR CTR	120.00
01/12/2023	51652	CHARTER TOWNSHIP OF MUNDY	COST SHARE MCGRAW MORRIS	769.52
01/12/2023	51653	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES NOVEMBER 2022	5,067.39
01/12/2023	51654	CITY OF SWARTZ CREEK	UB 5363 WINSHALL 9/20-12/20/22	290.14
			UB 5121 MORRISH 9/20-12/20/22	156.70
			UB 8059 FORTINO 9/20-12/20/22	119.41
			UB 4125 ELMS RD 9/20-12/20/22	325.94
			UB 8083 CIVIC DR 9/20-12/20/22	495.93
			UB 8095 CIVIC DR 9/20-12/20/22	250.29
			UB 8100 CIVIC DR 9/20-12/20/22	589.05
				2,227.46
01/12/2023	51655	CIVICPLUS LLC	ONLINE CODE HOSTING 3/1/23-2/29/24	850.00
01/12/2023	51656	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 12/1-12/29/22	143.60
01/12/2023	51657	CONSUMERS ENERGY	4510 MORRISH RD 12/1-12/29/22	44.16
01/12/2023	51658	CONSUMERS ENERGY	8059 FORTINO DR 12/1-12/29/22	34.77
01/12/2023	51659	CONSUMERS ENERGY	8499 MILLER RD 12/1-12/29/22	31.22
01/12/2023	51660	CONSUMERS ENERGY	8083 CIVIC DR 12/1-12/29/22	869.30
01/12/2023	51661	CONSUMERS ENERGY	5257 WINSHALL DR 12/1-12/29/22	33.16
01/12/2023	51662	CONSUMERS ENERGY	5361 WINSHALL DR 8369 12/1-12/29/22	32.36
01/12/2023	51663	CONSUMERS ENERGY	9099 MILLER RD 12/1-12/29/22	72.66
01/12/2023	51664	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 12/1-12	36.23
01/12/2023	51665	CONSUMERS ENERGY	8095 CIVIC DR 12/1-12/29/22	895.06
01/12/2023	51666	CONSUMERS ENERGY	5121 MORRISH RD 12/1-12/29/22	769.21
01/12/2023	51667	CONSUMERS ENERGY	8011 MILLER RD 12/1-12/29/22	41.39
01/12/2023	51668	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 12/2/22-1/1/2	37.84
01/12/2023	51669	CONSUMERS ENERGY	4125 ELMS RD 4353 12/3/22-1/3/23	34.44
01/12/2023	51670	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 12/3/22-1/3/23	106.51
01/12/2023	51671	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	3,236.60
01/12/2023	51672	CONSUMERS ENERGY	4524 MORRISH RD 12/1-12/31/22	49.20
01/12/2023	51673	CONSUMERS ENERGY	STREET LIGHTS 1294 12/1-12/31/22	4,334.13
01/12/2023	51674	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 12/1-1	32.44
01/12/2023	51675	CONSUMERS ENERGY	8301 CAPPY LN 12/2/22-1/2/23	301.25
01/12/2023	51676	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 12/1-12/31/22	452.48
01/12/2023	51677	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 12/1-12/31/22	29.78
01/12/2023	51678	CONSUMERS ENERGY	8100 CIVIC DR 12/2/22-1/2/23	1,789.69
01/12/2023	51679	DEANNA KORTH	BANK MILEAGE DEANNA KORTH DECEMBER 2022	34.13

01/12/2023	51680	DEE CRAMER	FURNACE REPAIR PUBLIC SAFETY BLDG	315.00
01/12/2023	51681	DETROIT SALT COMPANY	ROAD SALT @ \$69.90 PER TON	3,532.05
01/12/2023	51682	DLZ MICHIGAN INC	PROFESSIONAL SERVICES FOR MS4 COMPLIANCE	520.00
01/12/2023	51683	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
01/12/2023	51684	FAMILY FARM AND HOME INC	DECEMBER 2022 INVOICES	56.98
01/12/2023	51685	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	6.25
01/12/2023	51686	GEBRAEL MANAGEMENT LLC	UB refund for account: 0006724100	53.03
01/12/2023	51687	GFL ENVIRONMENTAL USA INC	FY23 GARBAGE/RECYCLING/YARD WASTE	24,843.00
01/12/2023	51688	GILL ROYS HARDWARE	DECEMBER 2022 INVOICES LESS DISCOUNT	252.07
01/12/2023	51689	JAMS MEDIA LLC	BONDS/ORD 459	1,674.00
01/12/2023	51690	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL ELMS PARK 12/16/22-1/1	280.00
			PORT-A-JON RENTAL ABRAMS PARK 12/20/22-1	280.00
				560.00
01/12/2023	51691	JERRY'S TIRE	TIRE REPAIR	55.00
01/12/2023	51692	JOHNS TRUCK SERVICE	REPAIR WHITE GCM #12-04	2,584.05
01/12/2023	51693	KCI	UB BILLS JAN 2023/POSTAGE BALANCE	410.40
01/12/2023	51694	KCI	2023 ASSESSMENT NOTICES ESTIMATED POSTAG	1,105.20
01/12/2023	51695	LEGACY ASSESSING SERVICES INC	JAN 2023/2023 PP STMTS NPO/ASSESSING SER	2,701.46
01/12/2023	51696	MALINDA K LAMBERT	OVERPMT DELQ ACCOUNT 58-35-776-155	3.03
01/12/2023	51697	MARK SLATER	UB REFUND FOR 8366 CAPPY	187.65
01/12/2023	51698	METRO POLICE AUTH OF GENESEE COUNTY	ORDINANCE FEES NOVEMBER 2022	1,100.55
01/12/2023	51699	MOLLY MAID OF METAMORA LLC	CLEANING CITY HALL 12/9/22 & 1/6/23	372.00
01/12/2023	51700	PPSMG URGENT MEDICAL CARE PLLC	PHYSICAL ROBERT LLOYD	130.00
			PHYSICAL ROBERT BINCSIK	130.00
				260.00
01/12/2023	51701	PRINTING SYSTEMS	2022 YEAR END TAX FORMS	209.35
01/12/2023	51702	SHARP-MILLER RD LLC	REFUND ESCROW BALANCE	124.50
01/12/2023	51703	STAPLES	REPLCMNT PAD (2)/STAMP/AAA BATTERIES (2)	35.28
			KLEENEX (4)/DRUM CARTRIDGE/TONER	125.74
				161.02
01/12/2023	51704	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	48.00
01/12/2023	51705	SUBURBAN AUTO SUPPLY	HEADLAMP	12.99
			AIR FILTER (2)	31.98
			1" HEATER HOSE	141.00
			OIL FILTER (2)	7.98
				193.95
01/12/2023	51706	SUPER FLITE OIL CO INC	FUEL - DPW DECEMBER 2022	1,117.02
01/12/2023	51707	SWARTZ CREEK AREA FIRE DEPT.	FIRE BUDGET JAN.--JUNE 2023	63,906.98
01/12/2023	51708	VC3 INC	MS 365-NCE ANNUAL COMMITMNT DEC 2022-JUN	1,074.50
01/12/2023	51709	WINTERGREEN CORPORATION	CHRISTMAS TREE EXTENSION	3,628.21
01/18/2023	15(E)	BLUE CROSS BLUE SHIELD OF MICHIGAN	RETIREE HEALTHCARE CLOLINGER FEBRUARY 20	2,036.92
01/18/2023	16(E)	UNUM LIFE INSURANCE	RETIREE LIFE FEB. 2023 (3) LESS ADJ. AGU	18.69
01/18/2023	51710	DELTA DENTAL PLAN	RETIREE DENTAL FEBRUARY 2023	414.48
01/18/2023	51711	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE DECEMBER 2022	2,282.00
01/18/2023	51712	U. S. POST OFFICE	POSTAGE FOR JANUARY 2023 NEWSLETTER	766.87
01/18/2023	51713	VERIZON WIRELESS	INVOICE 12/2/22-1/1/23	536.79
01/26/2023	51714	ADS PLUS PRINTING LLC	NEWSLETTER JANUARY 2023	1,311.89
01/26/2023	51715	BS & A SOFTWARE	FA BLDG 2/1/22-2/1/24 PAS 10/4-12/21/22	2,066.00
01/26/2023	51716	CALIBER HOME LOANS	2022 Win Tax Refund 58-36-676-037	244.30
01/26/2023	51717	CHASE	2022 Win Tax Refund 58-02-529-005	319.20
01/26/2023	51718	DES MOINES STAMP MFG CO.	STAMPS (2)	74.15
01/26/2023	51719	FERGUSON ENTERPRISES INC	FREE CHLRN CHEMKY/ORTHPHOSPHT CHEMKY RGT	236.40
01/26/2023	51720	FIRST ADVANTAGE OCCUP HEALTH SER CO	CLINIC COLLECTION/MILEAGE	209.11
01/26/2023	51721	GEN CTY ROAD COMMISSION	S-MTCE & OPERATIONS OCTOBER 2022	97.26
			S-MTCE & OPERATIONS NOVEMBER 2022	103.45
			S-MTCE & OPERATIONS DECEMBER 2022	173.51

				374.22
01/26/2023	51722	GEN CTY SMALL CITIES ASSOC.	2023 DUES	100.00
01/26/2023	51723	GENESEE CTY DRAIN COMMISSIONER	SEWER 10/1-12/31/22 5,318,425 CF	185,129.81
01/26/2023	51724	GENESEE CTY DRAIN COMMISSIONER	WATER 11/30-12/28/22 1,869,738 CF	119,009.94
01/26/2023	51725	GLAESER DAWES	REPAIR WATER MAIN 5290 GREENLEAF 12/9/22	2,503.50
01/26/2023	51726	GLAESER DAWES	WATER MAIN REPAIR 5157 WINSHALL 1/17/23	4,196.00
01/26/2023	51727	<b>JAY'S SEPTIC TANK SERVICE</b>	PORT-A-JON RENTAL ELMS PARK 1/13-2/9/23	280.00
			PORT-A-JON RENT ABRAMS PARK 1/17-2/13/23	280.00
				<b>560.00</b>
01/26/2023	51728	KENNEDY INDUSTRIES INC	LIFT STATION MAINTENANCE 12/28/22	1,795.00
01/26/2023	51729	MICHAEL JAMES FORD	CHIPPER TRUCK WINDSHIELD REPLACEMENT	340.00
01/26/2023	51730	MICHIGAN ASSOC OF PLANNING	REGIONAL WORKSHOPS ADV. ZBA 3-14/23	340.00
01/26/2023	51731	<b>MID STATES BOLT AND SCREW CO</b>	WOOD CHIPPER REPAIR	51.22
			M16-2 X 100 HEX C/S 10.9 PLN DIN 931	68.76
				<b>119.98</b>
01/26/2023	51732	MISS DIG SYSTEM INC	2023 MEMB MAINTC EDUC APPL AWARDS FEE	1,421.25
01/26/2023	51733	MOLLY MAID OF METAMORA LLC	CLEANING CITY HALL 1/20/23	186.00
01/26/2023	51734	NATIONSTAR MTG LLC DBA MR COOPER	2022 Win Tax Refund 58-36-529-030	836.75
01/26/2023	51735	OHM ADVISORS	USDA PHASE II WATER MAIN ENGINEERING SER	44,264.25
01/26/2023	51736	OHM ADVISORS	FRONTIER COMMUNICATIONS ROW APPLICATIONS	5,986.00
01/26/2023	51737	OHM ADVISORS	MORRISH ROAD CE	3,355.37
01/26/2023	51738	OHM ADVISORS	WINCHESTER VILLAGE AND WINCHESTER WOODS	13,891.00
01/26/2023	51739	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	722.00
01/26/2023	51740	PENNYMAC	2022 Win Tax Refund 58-02-503-084	434.43
01/26/2023	51741	PITNEY BOWES INC.	LEASING INVOICE 11/28/22-2/27/23	144.12
01/26/2023	51742	ROWE PROFESSIONAL SERVICES CO	PARK PLAN	825.00
01/26/2023	51743	SARGENTS TITLE COMPANY	SUMMER TAX OVERPMT 58-02-527-014	21.28
01/26/2023	51744	STATE OF MICHIGAN DEPT TRANS	GENESEE VALLEY TRAIL	4,446.11
01/26/2023	51745	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	96.00
01/26/2023	51746	<b>SUBURBAN AUTO SUPPLY</b>	AIR FILTER	21.69
			OIL FILTER/SPARK PLUG (2)/OIL HD30 (3)	29.04
			HYD FILTER/OIL FILTER/BALL BEARING (2)	68.96
			AIR FILTER	86.99
			J-B KWIK WELD	8.99
			LONG LIFE MINI	5.99
				<b>221.66</b>
01/26/2023	51747	SW CREEK AREA CHAMBER OF COMMERCE	MEMBERSHIP DUES 2023	159.00
01/26/2023	51748	SWARTZ CREEK AREA FIRE DEPT.	JOINT PURCHASE FIRE TRUCK AS DETAILED BY	113,869.50
01/26/2023	51749	SWARTZ CREEK AREA FIRE DEPT.	FIRE & EMS SERVICES DECEMBER 2022	2,626.00
01/26/2023	51750	VERMEER OF MICHIGAN	KNIFE (2)/BELT/CURTAIN/SHIPPING	529.91
01/30/2023	51751	BOGUE, BRINLEY	UB refund for account: 0001250400	312.77
01/30/2023	51752	<b>CHASE CARD SERVICES</b>	PLANNING & ZONING ESSENTIALS/HENRY 3/16/	125.00
			PLANNING & ZONING ESSENTIALS/KNICKERBOCK	125.00
			MAKING GOOD DECISIONS/GRG&R LYN HICKS 3/	270.00
			TRANS BONANZA/HENRY	55.00
			MAKING GOOD DECISIONS/CRAMER 3/16/23	150.00
			MAKING GOOD DECISIONS/GONYEA 3/16/23	150.00
			2023 JOINT EXPO & OPERTORS DAY 2/7-2/8/2	870.00
			EGLI TRAINING/BINCSIK	95.00
			MIDEAL 2023	180.00
			ZOOM	31.78
				<b>2,051.78</b>
01/30/2023	51753	CITY OF SWARTZ CREEK	REIMBURSE PETTY CASH THRU 1/26/23	158.25
01/30/2023	51754	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION FEBRUARY 2023 (6)	39.36
01/30/2023	51755	LYON, JASON P.	UB refund for account: 0000213900	190.50
01/30/2023	51756	OHM ADVISORS	USDA WATER MAIN IMPROVEMENT PROJECT	10,157.75

01/30/2023	51757	SWARTZ CREEK AREA FIRE DEPT.	FIRE & EMS SERVICES NOVEMBER 2022	<u>4,853.23</u>
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GEN TOTALS:

Total of 120 Checks:	679,798.44
Less 0 Void Checks:	<u>0.00</u>
Total of 120 Disbursements:	679,798.44



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-						
4100000004	Wright, David L	101-780.500-941.000		01/04/2023	1.00	12.34	12.34
4100000004	Wright, David L	203-463.000-941.000		01/05/2023	2.00	12.34	24.68
4100000004	Wright, David L	591-540.000-941.000		01/05/2023	2.00	12.34	24.68
4100000004	Wright, David L	101-783.000-941.000		01/06/2023	4.00	12.34	49.36
4100000004	Wright, David L	590-536.000-941.000		01/06/2023	3.00	12.34	37.02
4100000004	Wright, David L	101-783.000-941.000		01/09/2023	2.00	12.34	24.68
4100000004	Wright, David L	203-463.000-941.000		01/09/2023	4.00	12.34	49.36
4100000004	Wright, David L	591-540.000-941.000		01/09/2023	2.00	12.34	24.68
4100000004	Wright, David L	591-540.000-941.000		01/10/2023	2.00	12.34	24.68
4100000004	Wright, David L	202-463.000-941.000		01/11/2023	4.00	12.34	49.36
4100000004	Wright, David L	203-463.000-941.000		01/11/2023	4.00	12.34	49.36
4100000004	Wright, David L	590-536.000-941.000		01/17/2023	5.00	12.75	63.75
4100000004	Wright, David L	101-783.000-941.000		01/18/2023	4.00	12.75	51.00
4100000004	Wright, David L	591-540.000-941.000		01/18/2023	1.00	12.75	12.75
4100000004	Wright, David L	591-540.000-941.000		01/19/2023	1.00	12.75	12.75
4100000004	Wright, David L	202-474.000-941.000		01/23/2023	3.00	12.75	38.25
4100000004	Wright, David L	591-540.000-941.000		01/23/2023	1.00	12.75	12.75
4100000004	Wright, David L	591-540.000-941.000		01/24/2023	8.00	12.75	102.00
4100000004	Wright, David L	591-540.000-941.000		01/25/2023	8.00	12.75	102.00
4100000004	Wright, David L	203-478.000-941.000		01/26/2023	4.00	12.75	51.00
4100000004	Wright, David L	101-782.000-941.000		01/27/2023	1.00	12.75	12.75
4100000004	Wright, David L	101-794.000-941.000		01/27/2023	1.00	12.75	12.75
4100000004	Wright, David L	226-782.000-941.000		01/27/2023	1.00	12.75	12.75
4100000004	Wright, David L	226-783.000-941.000		01/27/2023	1.00	12.75	12.75
4100000004	Wright, David L	590-536.000-941.000		01/27/2023	3.00	12.75	38.25
4100000004	Wright, David L	591-540.000-941.000		01/27/2023	2.00	12.75	25.50
4100000005	Sandford, Jay E	101-794.000-941.000		01/03/2023	8.00	12.34	98.72
4100000005	Sandford, Jay E	101-794.000-941.000		01/04/2023	8.00	12.34	98.72
4100000005	Sandford, Jay E	101-780.500-941.000		01/09/2023	2.00	12.34	24.68
4100000005	Sandford, Jay E	591-540.000-941.000		01/09/2023	5.00	12.34	61.70
4100000005	Sandford, Jay E	101-783.000-941.000		01/10/2023	4.00	12.34	49.36
4100000005	Sandford, Jay E	591-540.000-941.000		01/10/2023	4.00	12.34	49.36
4100000005	Sandford, Jay E	101-783.000-941.000		01/13/2023	5.00	12.34	61.70
4100000005	Sandford, Jay E	590-536.000-941.000		01/13/2023	3.00	12.34	37.02
4100000005	Sandford, Jay E	101-780.500-941.000		01/17/2023	2.00	12.75	25.50
4100000005	Sandford, Jay E	226-783.000-941.000		01/17/2023	2.00	12.75	25.50
4100000005	Sandford, Jay E	591-540.000-941.000		01/17/2023	4.00	12.75	51.00
4100000005	Sandford, Jay E	591-540.000-941.000		01/19/2023	4.00	12.75	51.00
4100000005	Sandford, Jay E	101-783.000-941.000		01/20/2023	2.00	12.75	25.50
4100000005	Sandford, Jay E	590-536.000-941.000		01/20/2023	2.00	12.75	25.50
4100000005	Sandford, Jay E	591-540.000-941.000		01/20/2023	4.00	12.75	51.00
4100000005	Sandford, Jay E	202-478.000-941.000		01/23/2023	4.00	12.75	51.00
4100000005	Sandford, Jay E	591-540.000-941.000		01/24/2023	6.00	12.75	76.50

Equipment ID	Description						Approx
Employee ID	Name	GL Number	Activity Code	Date	Hours	Rate	Cost
4100000005	Sandford, Jay E	101-780.500-941.000		01/27/2023	2.00	12.75	25.50
4100000006	Lloyd, Robert W	101-794.000-941.000		01/10/2023	6.00	12.34	74.04
4100000006	Lloyd, Robert W	101-265.000-941.000		01/11/2023	4.00	12.34	49.36
4100000006	Lloyd, Robert W	202-463.000-941.000		01/11/2023	4.00	12.34	49.36
4100000006	Lloyd, Robert W	591-540.000-941.000		01/16/2023	2.00	12.75	25.50
4100000006	Lloyd, Robert W	202-478.000-941.000		01/26/2023	3.00	12.75	38.25
4100000006	Lloyd, Robert W	203-478.000-941.000		01/26/2023	6.00	12.75	76.50
4400000009	Bosas, Rebecca M	101-794.000-941.000		01/03/2023	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/03/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/03/2023	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/03/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-794.000-941.000		01/04/2023	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/04/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/04/2023	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/04/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-783.000-941.000		01/05/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/05/2023	6.00	12.34	74.04
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/05/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/06/2023	5.00	12.34	61.70
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/06/2023	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/06/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/09/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/09/2023	4.00	12.34	49.36
4400000009	Bosas, Rebecca M	101-265.000-941.000		01/10/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-783.000-941.000		01/10/2023	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	101-790.000-941.000		01/10/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/10/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/10/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/10/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-783.000-941.000		01/11/2023	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/11/2023	2.00	12.34	24.68
4400000009	Bosas, Rebecca M	101-783.000-941.000		01/13/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	202-474.000-941.000		01/13/2023	1.00	12.34	12.34
4400000009	Bosas, Rebecca M	101-783.000-941.000		01/17/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	202-474.000-941.000		01/17/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/17/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/17/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	101-790.000-941.000		01/18/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/18/2023	4.00	12.75	51.00
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/18/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	101-790.000-941.000		01/19/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/19/2023	4.00	12.75	51.00
4400000009	Bosas, Rebecca M	101-265.000-941.000		01/20/2023	1.00	12.75	12.75
4400000009	Bosas, Rebecca M	101-345.000-941.000		01/20/2023	2.00	12.75	25.50

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000009	Bosas, Rebecca M	101-790.000-941.000		01/20/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	590-536.000-941.000		01/20/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/20/2023	1.00	12.75	12.75
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/23/2023	8.00	12.75	102.00
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/24/2023	7.00	12.75	89.25
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/25/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/25/2023	2.00	12.75	25.50
4400000009	Bosas, Rebecca M	591-540.000-941.000		01/27/2023	1.00	12.75	12.75
4400000009	Bosas, Rebecca M	591-542.000-941.000		01/27/2023	1.00	12.75	12.75
4400000018	Leavitt, Mikel D	101-794.000-941.000		01/03/2023	4.00	12.34	49.36
4400000018	Leavitt, Mikel D	591-540.000-941.000		01/03/2023	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	101-794.000-941.000		01/04/2023	6.00	12.34	74.04
4400000018	Leavitt, Mikel D	203-463.000-941.000		01/05/2023	2.00	12.34	24.68
4400000018	Leavitt, Mikel D	226-782.000-941.000		01/06/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/06/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	101-780.500-941.000		01/09/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/09/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	591-540.000-941.000		01/10/2023	5.00	12.34	61.70
4400000018	Leavitt, Mikel D	101-780.500-941.000		01/12/2023	1.50	12.34	18.51
4400000018	Leavitt, Mikel D	101-783.000-941.000		01/12/2023	3.00	12.34	37.02
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/12/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	591-542.000-941.000		01/12/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	226-782.000-941.000		01/13/2023	0.50	12.34	6.17
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/13/2023	1.00	12.34	12.34
4400000018	Leavitt, Mikel D	101-783.000-941.000		01/17/2023	1.00	12.75	12.75
4400000018	Leavitt, Mikel D	101-790.000-941.000		01/17/2023	1.00	12.75	12.75
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/17/2023	1.00	12.75	12.75
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/18/2023	10.00	12.75	127.50
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/19/2023	9.00	12.75	114.75
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/20/2023	9.00	12.75	114.75
4400000018	Leavitt, Mikel D	101-780.500-941.000		01/23/2023	1.00	12.75	12.75
4400000018	Leavitt, Mikel D	226-782.000-941.000		01/23/2023	0.50	12.75	6.38
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/23/2023	1.00	12.75	12.75
4400000018	Leavitt, Mikel D	591-540.000-941.000		01/24/2023	8.00	12.75	102.00
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/26/2023	8.00	12.75	102.00
4400000018	Leavitt, Mikel D	203-463.000-941.000		01/26/2023	4.00	12.75	51.00
Equipment Totals					355.50		4,465.39
Front Blade	Front Blade/Plow - used on						
4100000004	Wright, David L	203-478.000-941.000		01/26/2023	4.00	23.47	93.88
4100000006	Lloyd, Robert W	202-478.000-941.000		01/26/2023	3.00	23.47	70.41
4100000006	Lloyd, Robert W	203-478.000-941.000		01/26/2023	6.00	23.47	140.82
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/26/2023	8.00	23.47	187.76
4400000018	Leavitt, Mikel D	203-463.000-941.000	43	01/26/2023	4.00	23.47	93.88

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
Equipment Totals					25.00		586.75
Pickup 2WD	6-16 2WD						
4400000019	Kruyer, Cameron G	101-265.000-941.000		01/03/2023	2.00	11.12	22.24
4400000019	Kruyer, Cameron G	101-782.000-941.000		01/03/2023	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	101-790.000-941.000		01/03/2023	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	203-463.000-941.000		01/03/2023	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	226-782.000-941.000		01/03/2023	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	226-783.000-941.000		01/03/2023	2.00	11.12	22.24
4400000019	Kruyer, Cameron G	101-780.500-941.000		01/04/2023	1.00	11.12	11.12
4400000019	Kruyer, Cameron G	101-794.000-941.000		01/04/2023	7.00	11.12	77.84
4400000019	Kruyer, Cameron G	101-783.000-941.000		01/05/2023	8.00	11.12	88.96
4400000019	Kruyer, Cameron G	101-783.000-941.000		01/06/2023	7.00	11.12	77.84
4400000019	Kruyer, Cameron G	101-790.000-941.000		01/06/2023	1.00	11.12	11.12
Equipment Totals					32.00		355.84
Backhoe	Backhoe 6-00, 17, 8-22						
4100000004	Wright, David L	101-794.000-941.000		01/03/2023	4.00	60.49	241.96
4100000004	Wright, David L	101-794.000-941.000		01/04/2023	6.00	60.49	362.94
4100000004	Wright, David L	101-794.000-941.000		01/10/2023	6.00	60.49	362.94
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/13/2023	2.00	60.49	120.98
Equipment Totals					18.00		1,088.82
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	203-478.000-941.000		01/23/2023	1.00	53.40	53.40
4100000004	Wright, David L	202-478.000-941.000		01/26/2023	8.00	53.40	427.20
4100000005	Sandford, Jay E	202-478.000-941.000		01/26/2023	8.00	53.40	427.20
4100000005	Sandford, Jay E	203-478.000-941.000		01/26/2023	4.00	53.40	213.60
4100000006	Lloyd, Robert W	202-478.000-941.000		01/22/2023	2.00	53.40	106.80
4100000006	Lloyd, Robert W	202-478.000-941.000		01/23/2023	1.00	53.40	53.40
4100000006	Lloyd, Robert W	203-463.000-941.000		01/23/2023	2.00	53.40	106.80
4100000006	Lloyd, Robert W	203-478.000-941.000		01/23/2023	6.00	53.40	320.40
4100000006	Lloyd, Robert W	202-478.000-941.000		01/25/2023	6.00	53.40	320.40
4100000006	Lloyd, Robert W	202-478.000-941.000		01/27/2023	3.00	53.40	160.20
4100000006	Lloyd, Robert W	203-478.000-941.000		01/27/2023	3.00	53.40	160.20
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/13/2023	4.00	55.53	222.12
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/26/2023	4.00	55.53	222.12

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2023	4.00	53.40	213.60
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/27/2023	2.00	53.40	106.80
4400000018	Leavitt, Mikel D	203-463.000-941.000		01/27/2023	2.00	53.40	106.80
Equipment Totals					60.00		3,212.52
UnderbodyScrapr	Underbody Scraper used w/						
4100000004	Wright, David L	202-478.000-941.000		01/26/2023	8.00	9.28	74.24
4100000005	Sandford, Jay E	202-478.000-941.000		01/26/2023	8.00	9.28	74.24
4100000005	Sandford, Jay E	203-478.000-941.000		01/26/2023	4.00	9.28	37.12
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/26/2023	4.00	9.28	37.12
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2023	4.00	9.28	37.12
Equipment Totals					28.00		259.84
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
4100000004	Wright, David L	202-478.000-941.000		01/26/2023	8.00	12.91	103.28
4100000005	Sandford, Jay E	202-478.000-941.000		01/26/2023	8.00	12.91	103.28
4100000005	Sandford, Jay E	203-478.000-941.000		01/26/2023	4.00	12.91	51.64
4100000006	Lloyd, Robert W	202-478.000-941.000		01/22/2023	2.00	12.91	25.82
4100000006	Lloyd, Robert W	202-478.000-941.000		01/23/2023	1.00	12.91	12.91
4100000006	Lloyd, Robert W	203-463.000-941.000		01/23/2023	2.00	12.91	25.82
4100000006	Lloyd, Robert W	203-478.000-941.000		01/23/2023	6.00	12.91	77.46
4100000006	Lloyd, Robert W	202-478.000-941.000		01/25/2023	6.00	12.91	77.46
4100000006	Lloyd, Robert W	202-478.000-941.000		01/27/2023	3.00	12.91	38.73
4100000006	Lloyd, Robert W	203-478.000-941.000		01/27/2023	3.00	12.91	38.73
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/13/2023	4.00	11.52	46.08
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/26/2023	4.00	12.91	51.64
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2023	4.00	12.91	51.64
Equipment Totals					55.00		704.49
Sweeper	Sweeper						
Vacuum Cleaner	Sweeper - used with Street						
Tractor	Tractor						
Woodchipper	Woodchipper						
Material Heater	Material Heater 42, 9-22						
4100000004	Wright, David L	203-463.000-941.000		01/09/2023	4.00	13.06	52.24
4100000004	Wright, David L	203-463.000-941.000		01/11/2023	4.00	13.06	52.24
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/09/2023	5.00	13.06	65.30
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/11/2023	8.00	13.06	104.48
Equipment Totals					21.00		274.26

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/26/2023	2.00	13.72	27.44
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2023	2.00	13.72	27.44
Equipment Totals					4.00		54.88
Arrow	Arrow						
Trailer	Trailer						
-----							
Grand Totals							
Equipment:				19	598.50		11,002.79
Materials:				0	0.00		0.00
Totals:				19			11,002.79



From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/05/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Missdigs				
01/05/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Fog inspections Etc				
01/06/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Final Read and data log				
01/06/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Sample for orthophosphate numbers Pump down hydrant used for Mary Crapo				
01/06/2023	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
		- Fog inspections				
-----					40.00	0.00
Total For Employee: 4400000009						
01/02/2023	4400000016	Bincsik, Robert J	HOL	202	8.00	0.00
01/03/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/04/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/05/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/06/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
-----					40.00	0.00
Total For Employee: 4400000016						
01/02/2023	4400000018	Leavitt, Mikel D	HOL	401	8.00	0.00
01/03/2023	4400000018	Leavitt, Mikel D	REG	401	4.00	0.00
01/03/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/03/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/04/2023	4400000018	Leavitt, Mikel D	REG	401	6.00	0.00
01/04/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/05/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/05/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/05/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/05/2023	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
01/06/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/06/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/06/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/06/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/06/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/06/2023	4400000018	Leavitt, Mikel D	REG	401	4.00	0.00
-----					40.00	0.00
Total For Employee: 4400000018						
Hours for Week Beginning: 01/07/2023						
-----						
01/09/2023	4100000004	Wright, David L	REG	401	2.00	0.00
01/09/2023	4100000004	Wright, David L	REG	401	4.00	0.00
01/09/2023	4100000004	Wright, David L	REG	401	2.00	0.00
01/10/2023	4100000004	Wright, David L	REG	401	6.00	0.00
01/10/2023	4100000004	Wright, David L	REG	401	2.00	0.00
01/11/2023	4100000004	Wright, David L	REG	401	4.00	0.00



From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/11/2023	4100000004	Wright, David L	REG	401	4.00	0.00
01/12/2023	4100000004	Wright, David L	REG	401	8.00	0.00
01/13/2023	4100000004	Wright, David L	VAC	401	1.00	0.00
01/13/2023	4100000004	Wright, David L	REG	401	7.00	0.00
-----					-----	-----
Total For Employee: 4100000004					40.00	0.00
01/09/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
01/09/2023	4100000005	Sandford, Jay E	REG	401	5.00	0.00
01/09/2023	4100000005	Sandford, Jay E	PERS	401	1.00	0.00
01/10/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/10/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/11/2023	4100000005	Sandford, Jay E	REG	401	8.00	0.00
01/12/2023	4100000005	Sandford, Jay E	REG	401	8.00	0.00
01/13/2023	4100000005	Sandford, Jay E	REG	401	5.00	0.00
01/13/2023	4100000005	Sandford, Jay E	REG	401	3.00	0.00
-----					-----	-----
Total For Employee: 4100000005					40.00	0.00
01/09/2023	4100000006	Lloyd, Robert W	REG	401	5.00	0.00
01/09/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
01/09/2023	4100000006	Lloyd, Robert W	REG	401	1.00	0.00
01/10/2023	4100000006	Lloyd, Robert W	REG	401	6.00	0.00
01/10/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
01/11/2023	4100000006	Lloyd, Robert W	REG	401	4.00	0.00
01/11/2023	4100000006	Lloyd, Robert W	REG	401	4.00	0.00
01/12/2023	4100000006	Lloyd, Robert W	REG	401	8.00	0.00
01/13/2023	4100000006	Lloyd, Robert W	REG	401	6.00	0.00
01/13/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
-----					-----	-----
Total For Employee: 4100000006					40.00	0.00
01/09/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Monthy Paragon SamplesEtc				
01/09/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/09/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/10/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Work order - someone pooped on bathroom floor - cleanup				
01/10/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Clean out curb box for potential future shutoff - Greenleaf				
01/10/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Work order - light bulb repair/replace				
01/10/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Fog inspection				
01/10/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Mary crapo - pump hydrant				
01/10/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Check dog park, picnic tables				

From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/11/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Picnic table rehab/haul/paint				
01/11/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Fog inspections Etc				
01/12/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Work on chipper				
01/12/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Picnic table rehab				
01/13/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- SaltClean up equipment				
01/13/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Pedestrian sign - hit - replace				
01/13/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Picnic tables				
-----						
Total For Employee: 4400000009					40.00	0.00
01/09/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/10/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/11/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/12/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/13/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
-----						
Total For Employee: 4400000016					40.00	0.00
01/09/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/09/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/09/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/09/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/09/2023	4400000018	Leavitt, Mikel D	REG	401	5.00	0.00
01/10/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/10/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/10/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/10/2023	4400000018	Leavitt, Mikel D	REG	401	5.00	0.00
01/11/2023	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	1.50	0.00
01/12/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00

From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/13/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
-----					40.00	0.00
Total For Employee: 4400000018						
Hours for Week Beginning: 01/14/2023						
-----						
01/16/2023	4100000004	Wright, David L	HOL	401	8.00	0.00
01/17/2023	4100000004	Wright, David L	REG	401	5.00	0.00
01/17/2023	4100000004	Wright, David L	REG	401	3.00	0.00
01/18/2023	4100000004	Wright, David L	REG	401	4.00	0.00
01/18/2023	4100000004	Wright, David L	REG	401	1.00	0.00
01/18/2023	4100000004	Wright, David L	REG	401	3.00	0.00
01/19/2023	4100000004	Wright, David L	REG	401	1.00	0.00
01/19/2023	4100000004	Wright, David L	REG	401	7.00	0.00
01/20/2023	4100000004	Wright, David L	HOL	401	8.00	0.00
-----					40.00	0.00
Total For Employee: 4100000004						
01/16/2023	4100000005	Sandford, Jay E	HOL	401	8.00	0.00
01/17/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
01/17/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
01/17/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/18/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/18/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/19/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/19/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/20/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/20/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
01/20/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
-----					40.00	0.00
Total For Employee: 4100000005						
01/16/2023	4100000006	Lloyd, Robert W	HOL	401	8.00	0.00
01/16/2023	4100000006	Lloyd, Robert W	2X	401	0.00	2.00
- 5157 Winshall dr. water main break.						
01/17/2023	4100000006	Lloyd, Robert W	REG	401	5.00	0.00
01/17/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/18/2023	4100000006	Lloyd, Robert W	REG	401	4.00	0.00
01/18/2023	4100000006	Lloyd, Robert W	REG	401	1.00	0.00
01/18/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/19/2023	4100000006	Lloyd, Robert W	REG	401	1.00	0.00
01/19/2023	4100000006	Lloyd, Robert W	REG	401	7.00	0.00
01/20/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/20/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/20/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
-----					40.00	0.00
Total For Employee: 4100000006						

From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Total For Employee: 4100000006					40.00	2.00
01/16/2023	4400000009	Bosas, Rebecca M	HOL	401	8.00	0.00
01/17/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Ped Sign at Miller/Hayes - replace				
01/17/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Fog inspections				
01/17/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/17/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Picnic tables				
01/18/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Grease trap clean out - American sewer (FOG inspection followup)Etc				
01/18/2023	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
01/18/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/19/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Sand down door, install door stops				
01/19/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- GPS - GIS setup and field work				
01/20/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Routine manhole checks				
01/20/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Garbage check, ceiling tile check, etc				
01/20/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Cleaning, garbage				
01/20/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Cleaning, garbage				
01/20/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Water turn off - 5038 Brady - riser broke				
----- Total For Employee: 4400000009					40.00	0.00
01/16/2023	4400000016	Bincsik, Robert J	HOL	202	8.00	0.00
01/17/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/18/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/19/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/20/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
----- Total For Employee: 4400000016					40.00	0.00
01/16/2023	4400000018	Leavitt, Mikel D	HOL	401	8.00	0.00
01/17/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/17/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/17/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/17/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/17/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/17/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/18/2023	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00

From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/18/2023	4400000018	Leavitt, Mikel D	15X	401	0.00	2.00
		- CDL class in Freeland				
01/19/2023	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
01/19/2023	4400000018	Leavitt, Mikel D	15X	401	0.00	1.00
		- CDL class in Freeland.				
01/20/2023	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
01/20/2023	4400000018	Leavitt, Mikel D	15X	401	0.00	1.00
		- CDL class in Freeland				
-----					40.00	4.00
Total For Employee: 4400000018						
Hours for Week Beginning: 01/21/2023						
-----						
01/22/2023	4100000004	Wright, David L	2X	401	0.00	2.00
		- salting major streets				
01/23/2023	4100000004	Wright, David L	15X	401	0.00	1.00
		- salting				
01/23/2023	4100000004	Wright, David L	15X	401	0.00	2.00
		- salting				
01/23/2023	4100000004	Wright, David L	REG	401	4.00	0.00
01/23/2023	4100000004	Wright, David L	REG	401	1.00	0.00
01/23/2023	4100000004	Wright, David L	REG	401	3.00	0.00
01/24/2023	4100000004	Wright, David L	REG	401	8.00	0.00
01/25/2023	4100000004	Wright, David L	REG	401	8.00	0.00
01/26/2023	4100000004	Wright, David L	15X	401	0.00	4.00
		- plowed and salted				
01/26/2023	4100000004	Wright, David L	REG	401	4.00	0.00
01/26/2023	4100000004	Wright, David L	REG	401	4.00	0.00
01/27/2023	4100000004	Wright, David L	REG	401	1.00	0.00
01/27/2023	4100000004	Wright, David L	REG	401	1.00	0.00
01/27/2023	4100000004	Wright, David L	REG	401	1.00	0.00
01/27/2023	4100000004	Wright, David L	REG	401	2.00	0.00
01/27/2023	4100000004	Wright, David L	REG	401	3.00	0.00
-----					40.00	9.00
Total For Employee: 4100000004						
01/23/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/23/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/24/2023	4100000005	Sandford, Jay E	REG	401	6.00	0.00
01/24/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
01/25/2023	4100000005	Sandford, Jay E	REG	401	8.00	0.00
01/26/2023	4100000005	Sandford, Jay E	15X	401	0.00	4.00
		- plow streets				
01/26/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/26/2023	4100000005	Sandford, Jay E	REG	401	4.00	0.00
01/27/2023	4100000005	Sandford, Jay E	REG	401	2.00	0.00
01/27/2023	City Council Packet	Sandford, Jay E	REG	401	3.00	0.00

From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/27/2023	4100000005	Sandford, Jay E	REG	401	3.00	0.00
-----					-----	-----
Total For Employee: 4100000005					40.00	4.00
01/22/2023	4100000006	Lloyd, Robert W	2X	401	0.00	2.00
		- salting major roads.				
01/23/2023	4100000006	Lloyd, Robert W	15X	401	0.00	1.00
		- salting				
01/23/2023	4100000006	Lloyd, Robert W	15X	401	0.00	2.00
		- salting				
01/23/2023	4100000006	Lloyd, Robert W	REG	401	4.00	0.00
		- salting				
01/23/2023	4100000006	Lloyd, Robert W	REG	401	1.00	0.00
01/23/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/24/2023	4100000006	Lloyd, Robert W	REG	401	4.00	0.00
01/24/2023	4100000006	Lloyd, Robert W	REG	401	4.00	0.00
01/25/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
01/25/2023	4100000006	Lloyd, Robert W	REG	401	6.00	0.00
		- salting 2x				
01/26/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
01/26/2023	4100000006	Lloyd, Robert W	15X	401	0.00	3.00
		- plowing				
01/26/2023	4100000006	Lloyd, Robert W	REG	401	6.00	0.00
01/27/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/27/2023	4100000006	Lloyd, Robert W	REG	401	3.00	0.00
01/27/2023	4100000006	Lloyd, Robert W	REG	401	2.00	0.00
		- Library cleaning.				
-----					-----	-----
Total For Employee: 4100000006					40.00	8.00
01/23/2023	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
		- EGLE water samplesWatermain break - valve down, door hangers, etcWork order updates				
01/24/2023	4400000009	Bosas, Rebecca M	PERS	401	1.00	0.00
01/24/2023	4400000009	Bosas, Rebecca M	REG	401	7.00	0.00
		- Water turn offs/onsWork order - raise curb box				
01/25/2023	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Truck prep, etc				
01/25/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Paragon and EGLE scheduling, exam application, etc				
01/25/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Water turn ons and work orders				
01/26/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Called in at 4am				
01/26/2023	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Called in at 4am				
01/27/2023	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Back up work order - resident issueCheck manholes - routine				

From: 01/01/2023 To: 01/27/2023

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/27/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Water turn on				
01/27/2023	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- truck maintenance. truck 2-08 replace battery				
-----					-----	-----
Total For Employee: 4400000009					40.00	0.00
01/23/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/24/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/25/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/26/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/27/2023	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
-----					-----	-----
Total For Employee: 4400000016					40.00	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/23/2023	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
01/24/2023	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
01/25/2023	4400000018	Leavitt, Mikel D	REG	401	8.00	0.00
01/26/2023	4400000018	Leavitt, Mikel D	15X	401	0.00	4.00
		- Plowing				
01/26/2023	4400000018	Leavitt, Mikel D	REG	401	4.00	0.00
01/26/2023	4400000018	Leavitt, Mikel D	REG	401	4.00	0.00
01/27/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/27/2023	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/27/2023	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
01/27/2023	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
-----					-----	-----
Total For Employee: 4400000018					40.00	4.00
Grand Total:					960.00	31.00

January 2023	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	4568				
#7-15 4WD P/U gas	47240	47423	183	24.6	
#3-08 4WD P/U gas	82014	82278	264	26.5	
#10-18 4WD P/U diesel	27446	28017	571		53
#7-22 4 WD P/U gas	1265	2183	918	100.1	
#2-08 4WD P/U gas	74608	74809	201	24.9	
#6-00 BACKHOE diesel					
#1-22 DUMP	3874	4396	522		114.3
#11 DUMP gas					
#12-02 DUMP diesel	34815	35026	211		57.7
#12-04 DUMP diesel	41150	41358	208		54.7
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					
#8-22 CASE BACKHOE					17
#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				
<b>TOTAL</b>			3078	176.1	296.7



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

02/01/23

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
MTRP22-0681 COMPLETED	MY10-004346-0000-01	CAREY, MARY E. 4346 MAYA LN	01/03/23 01/03/23	METER REPAIR
FNRD23-2169 COMPLETED	RA10-004505-0000-02	DMZ PROPERTIES LLC 4505 RAUBINGER RD	01/03/23 01/03/23	FINAL READ
FNRD23-2170 COMPLETED	FO10-005006-0000-04	JOHNSON, DAVID 5006 FORD ST	01/03/23 01/03/23	FINAL READ
FNRD23-2171 COMPLETED	MA30-007553-0000-10	WINELAND II, BILLY 7553 MASON ST	01/03/23 01/03/23	FINAL READ
SWR23-0092 COMPLETED	HE10-005205-0000-02	MORGAN, JEFFREY 5205 HELMSLEY DR	01/03/23 01/03/23	SEWER DRAIN PROBLI
VA-000011 COMPLETED	MI10-007574-0000-01	KIRK, DAVID W 7574 MILLER RD	01/03/23 01/03/23	VALVE
MNT23-0400 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/03/23 01/03/23	BUILDING MAINTENAI
CKME23-0509 COMPLETED	BR20-007064-0000-01	HAVLICHEK, EDWARD 7064 BRISTOL RD	01/04/23 01/04/23	CHECK METER
FNRD23-2172 COMPLETED	MA20-008095-0000-04	TRIPLE C PROPERTIES 8095 MAPLE ST	01/04/23 01/04/23	FINAL READ
GWO23-0661 COMPLETED	MI10-007365-0000-02	LOCKREY, KERRY 7365 MILLER RD	01/06/23 01/06/23	GENERIC WORK ORDEI
GWO23-0662 COMPLETED	MI10-007449-0000-01	SWARTZ CREEK MASONIC TEMPLE 7449 MILLER RD	01/06/23 01/06/23	GENERIC WORK ORDEI
GWO23-0663 COMPLETED	MI10-008497-0000-01	MESSIAH LUTHERAN CHURCH 8497 MILLER RD	01/06/23 01/06/23	GENERIC WORK ORDEI
FNRD23-2173 COMPLETED	BI10-005167-0000-04	DMZ PROPERTIES LLC 5167 BIRCHCREST DR	01/06/23 01/06/23	FINAL READ
GWO23-0664 COMPLETED	SE20-005372-0000-01	FIRST BAPTIST CHURCH 5372 SEYMOUR RD	01/06/23 01/06/23	GENERIC WORK ORDEI
READ23-0982 COMPLETED	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	01/06/23 01/06/23	READ METER
GWO23-0665	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	01/06/23	GENERIC WORK ORDEI
GWO23-0666 COMPLETED	MI10-009061-0000-01	MORGAN INVESTMENTS 9061 MILLER RD	01/10/23 01/10/23	GENERIC WORK ORDEI
GWO23-0667 COMPLETED	FA10-005069-0000-01	SOVEREIGN GRACE BAPTIST CHURCH 5069 FAIRCHILD ST	01/09/23 01/09/23	GENERIC WORK ORDEI
WTON23-1512 COMPLETED	BI10-005167-0000-05	FITZGERALD, MEGAN 5167 BIRCHCREST DR	01/09/23 01/09/23	WATER TURN ON
GWO23-0668 COMPLETED	MO10-004494-0000-01	SC CHURCH OF GOD-PENTECOST 4494 MORRISH RD	01/11/23 01/11/23	GENERIC WORK ORDEI

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
FNRD23-2174 COMPLETED	JI10-009292-0000-12	READER, MAGEN 9292 JILL MARIE LN	01/12/23 01/12/23	FINAL READ
MNT23-0401	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	01/10/23	BUILDING MAINTENAI
WTON23-1513 COMPLETED	MA30-007553-0000-11	SACK, ZACHARY 7553 MASON ST	01/10/23 01/10/23	WATER TURN ON
MNT23-0402 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	01/10/23 01/10/23	BUILDING MAINTENAI
GWO23-0669 COMPLETED	MI10-009061-0000-01	MORGAN INVESTMENTS 9061 MILLER RD	01/17/23 01/17/23	GENERIC WORK ORDEI
FNRD23-2175 COMPLETED	BR10-005019-0000-01	ECKERDT, ERNEST 5019 BRADY AVE	01/18/23 01/18/23	FINAL READ
FNRD23-2176 COMPLETED	MO10-004505-0000-08	BROHN, AUSTEN 4505 MORRISH RD	01/11/23 01/11/23	FINAL READ
FNRD23-2177 COMPLETED	PA10-007184-0000-01	BURKE, STEPHANIE 7184 PARK RIDGE PKY	01/19/23 01/19/23	FINAL READ
MNT23-0403 COMPLETED	CI10-008095-0000-01	PERKINS LIBRARY 8095 CIVIC DR	01/17/23 01/17/23	BUILDING MAINTENAI
FNRD23-2178 COMPLETED	WO10-005324-0000-01	HALL, CHARLES 5324 WORCHESTER DR	01/18/23 01/18/23	FINAL READ
WOFF23-2570 COMPLETED	BR10-005038-0000-03	ROSE, JULIE 5038 BRADY ST	01/20/23 01/20/23	WATER TURN OFF
FLAG23-0243	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	01/23/23	LOWER/RAISE FLAG
WMBK23-0128 COMPLETED	OA10-009210-0000-02	ROWLEY, JACQUELINE 9210 OAKVIEW DR	01/23/23 01/24/23	WATER MAIN BREAK
WMBK23-0129 COMPLETED	WI10-005157-0000-01	MOFFITT, LARRY 5157 WINSHALL DR	01/16/23 01/17/23	WATER MAIN BREAK
SI-000066 COMPLETED	MI10-008077-0000-02	KALLAS, JULIE 8077 MILLER RD	01/13/23 01/13/23	SIGNS
SI-000067 COMPLETED	MI10-008077-0000-02	KALLAS, JULIE 8077 MILLER RD	01/17/23 01/17/23	SIGNS
MNT23-0404 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/18/23 01/18/23	BUILDING MAINTENAI
WOFF23-2571 COMPLETED	EL10-003415-0000-01	KARABACZ, DONALD P 3415 ELMS RD	01/23/23 01/24/23	WATER TURN OFF
MNT23-0405 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/19/23 01/19/23	BUILDING MAINTENAI
GWO23-0670 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	01/18/23 01/18/23	GENERIC WORK ORDEI
FNRD23-2179 COMPLETED	DO10-005197-0000-04	MAYHEW, KRISTA 5197 DON SHENK DR	01/24/23 01/24/23	FINAL READ
WOFF23-2572	MI10-007049-0000-03	EMMERT, DAVID	01/24/23	WATER TURN OFF

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		7049 MILLER RD	01/24/23	
WOFF23-2573	GR10-005273-0000-11	NEELEY, DEONTE'	01/24/23	WATER TURN OFF
COMPLETED		5273 GREENLEAF DR	01/24/23	
WOFF23-2574	CE10-009287-0000-10	STEPHEN, JASMINE	01/24/23	WATER TURN OFF
COMPLETED		9287 CEDAR CREEK CT	01/24/23	
WTON23-1514	BR10-005038-0000-03	ROSE, JULIE	01/24/23	WATER TURN ON
COMPLETED		5038 BRADY ST	01/24/23	
WOFF23-2575	HT10-003431-0000-05	BALLARD, GARY	01/24/23	WATER TURN OFF
COMPLETED		3431 HERITAGE BLVD	01/24/23	
WOFF23-2576	LI10-004253-0000-03	FRANKLIN, CHERYL	01/24/23	WATER TURN OFF
COMPLETED		4253 LINDSEY DR	01/24/23	
WTON23-1515	CE10-009287-0000-10	STEPHEN, JASMINE	01/24/23	WATER TURN ON
COMPLETED		9287 CEDAR CREEK CT	01/24/23	
WOFF23-2577	ST10-006315-0000-03	KLEMENS, JENNIFER	01/24/23	WATER TURN OFF
COMPLETED		6315 ST CHARLES PASS	01/24/23	
BXRP23-0204	ST10-006315-0000-03	KLEMENS, JENNIFER	01/24/23	CURB BOX REPAIR
COMPLETED		6315 ST CHARLES PASS	01/24/23	
WOFF23-2578	DO10-005267-0000-11	DELGADO, CASEY	01/24/23	WATER TURN OFF
COMPLETED		5267 DON SHENK DR	01/24/23	
WOFF23-2579	DO10-005304-0000-19	KEEL, JODY	01/24/23	WATER TURN OFF
COMPLETED		5304 DON SHENK DR	01/24/23	
WOFF23-2580	GR10-005331-0000-09	FISHER, JASON	01/24/23	WATER TURN OFF
COMPLETED		5331 GREENLEAF DR	01/24/23	
WOFF23-2581	IN10-008132-0000-06	MOLYN, DEVIN	01/24/23	WATER TURN OFF
COMPLETED		8132 INGALLS ST	01/24/23	
WTON23-1516	DO10-005267-0000-11	DELGADO, CASEY	01/24/23	WATER TURN ON
COMPLETED		5267 DON SHENK DR	01/24/23	
WTON23-1517	DO10-005304-0000-19	KEEL, JODY	01/25/23	WATER TURN ON
COMPLETED		5304 DON SHENK DR	01/25/23	
WOFF23-2582	CA10-008342-0000-11	HOGAN, ROBERT	01/25/23	WATER TURN OFF
CANCELLED		8342 CAPPY LN	01/25/23	
WTON23-1518	IN10-008132-0000-06	MOLYN, DEVIN	01/25/23	WATER TURN ON
COMPLETED		8132 INGALLS ST	01/25/23	
WTON23-1519	LI10-004253-0000-03	FRANKLIN, CHERYL	01/25/23	WATER TURN ON
COMPLETED		4253 LINDSEY DR	01/25/23	
WTON23-1520	GR10-005331-0000-09	FISHER, JASON	01/25/23	WATER TURN ON
COMPLETED		5331 GREENLEAF DR	01/25/23	
WTON23-1521	HT10-003431-0000-05	BALLARD, GARY	01/25/23	WATER TURN ON
COMPLETED		3431 HERITAGE BLVD	01/25/23	
SWR23-0093	GR20-007442-0000-07	BRIZENDINE, LINDSAY	01/27/23	SEWER DRAIN PROBL
COMPLETED		7442 GROVE ST	01/27/23	
WTON23-1522	ST10-006315-0000-03	KLEMENS, JENNIFER	01/27/23	WATER TURN ON
COMPLETED		6315 ST CHARLES PASS	01/27/23	

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD23-2181 COMPLETED	SP10-004384-0000-02	KREPP, LUCILLE 4384 SPRINGBROOK DR	01/31/23 01/31/23	FINAL READ
READ23-0983 COMPLETED	MI10-007049-0000-03	EMMERT, DAVID 7049 MILLER RD	01/30/23 01/30/23	READ METER
FNRD23-2183	CA10-008433-0000-10	HENDERSON, JORDYN 8433 CAPPY LN	01/30/23	FINAL READ

Total Records: 66

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Report Generated: 2/1/2023 3:36 PM  
 Report Options: Scheduled From: 1/1/2023 To: 1/31/2023

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To whom it may concern:

My name is Andrea Henderson and I am reaching out to you today on behalf of More Life Tabernacle. June 17<sup>th</sup> 2023, we have a pavilion rented at Elms Road Park for a community outreach event. This gathering will go the same as we did last year 6/18/22.

At this event our intentions are to provide a completely free event with free food, music and children entertainment provided by our members. The music portion of our event would be live and will include keyboard, bass, drums, other stringed instruments. The children ministry would have soundtracks with a puppet show. Also we did consider using the event to raise awareness and as a fundraiser for a local nonprofit. Ex: local food bank. We want to give back to our community if possible. We will also attempt to advertise such event within the Swartz Creek Area.

Our goal is to get to know our community as well as letting them know who we are.

Thank you for your time and consideration,

Sincerely,

Andrea Henderson

Bids Opened by: Connie Olge  
 Time opened: 10:00 am  
 Witnessed by: Jody Key

Bid For: Brady Street Storm Sewer

Bid Opening: Feb. 9, 2023 @ 10 am

Name and Address	Email Address	Phone #	Want Packet	Date sent	Bid Total	Remarks
RBF ✓	rbf.jory@gmail.com		emailed	1/30/2023	\$ 9,870.00	have - 10 ins
	sent addendum		emailed	2/6/2023		addendum
Glaeser Dawes ✓	gdoffices@aol.com		emailed	1/30/2023	*12,800.00	have - 1 ins
	sent addendum		emailed	2/6/2023		addendum

BID FORM  
 Brady Storm Sewer and Outfall Repair  
 LOCATED AT 8083 Civic Drive  
 SWARTZ CREEK, MICHIGAN

**BID FORM**  
**Brady Street Storm Sewer and Outfall repair**  
**8083 Civic Drive**  
**SWARTZ CREEK, MICHIGAN**

**To:** The City of Swartz Creek  
 8083 Civic Drive  
 Swartz Creek, MI 48473

**BID PRICE**

The Bidder, having visited the site of the proposed work, and having familiarized themselves with local conditions affecting the cost of the work and with the requirements of the Information For Bidders, hereby agree to furnish all the labor, materials and equipment necessary to complete the work as described in the Advertisement and Bid Specification Document within the time set forth therein.

<u>Item</u>	<u>Cost</u>
Brady Street Storm Sewer Repair	\$ 9,870. <sup>00</sup>
	\$
	\$
Alternate bids (replacement of pipe and outfall structure) (if any):	\$ NA
<b>Project Total</b>	<b>\$ 9,870.<sup>00</sup></b>

**EXECUTION OF CONTRACT**

Upon receipt of the Notice of Award the Bidder agrees to execute an Agreement within ten calendar days.

**WAIVER**

The Bidder does hereby represent and warrant that the price in their Bid is a complete and correct statement of the price for the work in said Bid, and further, that all other information given or furnished in this Bid is complete, correct and submitted as intended by them and does hereby waive any right or claim they may now or hereinafter have by reason of errors, mistakes or omissions made by them in said Bid.

BID FORM  
Brady Storm Sewer and Outfall Repair  
LOCATED AT 8083 Civic Drive  
SWARTZ CREEK, MICHIGAN

**BID NON-COLLUSIVE**

The Bidder does hereby represent that their Bid is genuine and not collusive or sham, and that they have not in any manner, directly or indirectly, agreed or colluded with any other person, firm or association to submit a sham Bid or to refrain from bidding or in any way to fix this Bid or that of any other Bidder, or to secure any advantage against The City of Swartz Creek.

The Bidder does hereby represent and warrant that no officer or employee of The City of Swartz Creek is directly or indirectly interested in this Bid or in any Contract which may be made under it, or any expected profits to arise there from.

**PERIOD BID GUARANTEE**

The Bidder agrees that their Bid is guaranteed for a period of ninety (90) calendar days after the scheduled closing time for receipt of the Bids.

**TIME OF COMPLETION**

If awarded the Contract for the project, the Bidder agrees to complete the entire Work within forty five (45) calendar days from the date of a signed contract.

**LEGAL STATUS OF BIDDER**

The Bidder declares the following legal status: (Check One)

A Corporation organized and existing under the laws of the State of MI

A Partnership consisting of the following partners:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

An individual doing business as:

\_\_\_\_\_



BID FORM  
Brady Storm Sewer and Outfall Repair  
LOCATED AT 8083 Civic Drive  
SWARTZ CREEK, MICHIGAN

---

**AUTHORIZED SIGNATURE OF BIDDER**

Firm Name: RBF Construction, Inc.

By: Brett A. Jory Brett A. Jory

Title: V.P.

Business Address: 1411 W. Hill Rd.

(Street)

Flint, MI, 48507

(City, State, Zip Code)

**REQUEST FOR BIDS  
BRADY STREET STORM SEWER  
AND OUTFALL REPAIR  
CITY OF SWARTZ CREEK  
ADDENDUM #1**

INCLUDE IN THIS BID:

Contractors must access the repair site from the East, Kincaid Field at 5086 Morrish Road, it is the orange highlighted area on the map in the bid packet.

**This Addendum shall be part of the bid document and must be signed and submitted with the bid.**

Name (signed): Brett A. Jory

Date: 2/8/23

Name (printed): Brett A. Jory

Company: RBF Construction, Inc

BID FORM  
 Brady Storm Sewer and Outfall Repair  
 LOCATED AT 8083 Civic Drive  
 SWARTZ CREEK, MICHIGAN

**BID FORM**  
**Brady Street Storm Sewer and Outfall repair**  
**8083 Civic Drive**  
**SWARTZ CREEK, MICHIGAN**

To: The City of Swartz Creek  
 8083 Civic Drive  
 Swartz Creek, MI 48473

**BID PRICE**

The Bidder, having visited the site of the proposed work, and having familiarized themselves with local conditions affecting the cost of the work and with the requirements of the Information For Bidders, hereby agree to furnish all the labor, materials and equipment necessary to complete the work as described in the Advertisement and Bid Specification Document within the time set forth therein.

<u>Item</u>	<u>Cost</u>
Brady Street Storm Sewer Repair	\$ 12,800.00
MOBILIZATION, CLEAN ACCESS, EXCAVATE REMOVE PIPE, PLACE	\$
NEW BEDDING, REINSTALL PIPE, PLACE BACK FILL AND COMPACT SAND	\$
Alternate bids (replacement of pipe and outfall structure) (if any):	\$ 17,780.00
<b>Project Total</b>	<b>\$ 12,800.00</b>

**EXECUTION OF CONTRACT**

Upon receipt of the Notice of Award the Bidder agrees to execute an Agreement within ten calendar days.

**WAIVER**

The Bidder does hereby represent and warrant that the price in their Bid is a complete and correct statement of the price for the work in said Bid, and further, that all other information given or furnished in this Bid is complete, correct and submitted as intended by them and does hereby waive any right or claim they may now or hereinafter have by reason of errors, mistakes or omissions made by them in said Bid.

BID FORM  
Brady Storm Sewer and Outfall Repair  
LOCATED AT 8083 Civic Drive  
SWARTZ CREEK, MICHIGAN

**BID NON-COLLUSIVE**

The Bidder does hereby represent that their Bid is genuine and not collusive or sham, and that they have not in any manner, directly or indirectly, agreed or colluded with any other person, firm or association to submit a sham Bid or to refrain from bidding or in any way to fix this Bid or that of any other Bidder, or to secure any advantage against The City of Swartz Creek.

The Bidder does hereby represent and warrant that no officer or employee of The City of Swartz Creek is directly or indirectly interested in this Bid or in any Contract which may be made under it, or any expected profits to arise there from.

**PERIOD BID GUARANTEE**

The Bidder agrees that their Bid is guaranteed for a period of ninety (90) calendar days after the scheduled closing time for receipt of the Bids.

**TIME OF COMPLETION**

If awarded the Contract for the project, the Bidder agrees to complete the entire Work within forty five (45) calendar days from the date of a signed contract.

**LEGAL STATUS OF BIDDER**

The Bidder declares the following legal status: (Check One)

A Corporation organized and existing under the laws of the State of MICHIGAN

A Partnership consisting of the following partners:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

An individual doing business as:

\_\_\_\_\_

BID FORM

Brady Storm Sewer and Outfall Repair  
LOCATED AT 8083 Civic Drive  
SWARTZ CREEK, MICHIGAN

---

**AUTHORIZED SIGNATURE OF BIDDER**

Firm Name: GLAESER-DAWES CORPORATION

By: Russell L Confer

Title: Project Manager / Estimator

Business Address: 4130 COMMERCE DRIVE  
(Street)  
FLUSHING, MI 48433  
(City, State, Zip Code)

**REQUEST FOR BIDS  
BRADY STREET STORM SEWER  
AND OUTFALL REPAIR  
CITY OF SWARTZ CREEK  
ADDENDUM #1**

INCLUDE IN THIS BID:

Contractors must access the repair site from the East, Kincaid Field at 5086 Morrish Road, it is the orange highlighted area on the map in the bid packet.

**This Addendum shall be part of the bid document and must be signed and submitted with the bid.**

Name (signed): Russell L Confer

Date: 2-8-23

Name (printed): RUSSELL L CONFER

Company: Glaeser-Dawes Corporation

**CITY OF SWARTZ CREEK**

**ORDINANCE NO. \_\_\_\_\_**

An ordinance to amend Section 10-306 and 10-307 of Article IX of the Code of Ordinances

**THE CITY OF SWARTZ CREEK ORDAINS:**

**Section 1. Amendment of Section 10-306 of Article IX of the Code of Ordinances of the City of Swartz Creek.**

Section 10-306 of Article IX of the Code of Ordinances is hereby amended to read as follows:

**Sec. 10-306. - Minors under the age of thirteen.**

It shall be unlawful for any minor under the age of 13 years to be in or upon any public street, highway, alley, park or other public place within the city between the hours of 10:00 p.m. and 6:00 a.m., **or such other time specified in a special event permit**, unless the minor is accompanied by a parent, guardian or some other person of the age of 18 years or older who is delegated by the parent or guardian to accompany the minor.

**Section 2. Amendment of Section 10-307 of Article IX of the Code of Ordinances of the City of Swartz Creek.**

Section 10-307 of Article IX of the Code of Ordinances is hereby amended to read as follows:

**Sec. 10-307. - Minors under the age of **seventeen** and over the age of **twelve**.**

It shall be unlawful for any minor of the age of 13 years and under **17** years to be in or upon any public street, highway, alley, park or other public place between the hours of 12:00 midnight and 6:00 a.m. immediately following, **or such other time specified in a special use permit**, unless the minor is accompanied by a parent, guardian or some other person of the age of 18 years or older who is delegated by the parent or guardian to accompany the minor, excepting cases where the minor is upon an errand directed by his parent or guardian.

**Section 3. Effective Date.**

This Ordinance shall take effect 30 days following publication.

At a regular meeting of the City Council of Swartz Creek held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, \_\_\_\_\_ moved for adoption of the foregoing ordinance and \_\_\_\_\_ supported the motion.

Voting for:

Voting against:

The Mayor declared the ordinance adopted.

\_\_\_\_\_  
David Krueger  
Mayor

\_\_\_\_\_  
Connie Olger  
City Clerk

### **CERTIFICATION**

The foregoing is a true copy of Ordinance No. \_\_\_\_\_ which was enacted by the Swartz Creek City Council at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Connie Olger  
City Clerk



*CITY OF SWARTZ CREEK*  
**SWARTZ CREEK, MICHIGAN**  
**PLANNING COMMISSION**  
**ZONING BOARD OF APPEALS**  
**2022 ANNUAL REPORT**

**To: The Honorable David Krueger & Swartz Creek City Council**  
**From: The Swartz Creek Planning Commission**  
**Subject: 2022 Annual Report**

Greetings,

**Introduction**

In addition to the Planning Commission and Zoning Board of Appeals updates that are delivered in city council meeting packets, and respective minutes, this document serves as a summary report of the activities of the planning commission and zoning board of appeals for the calendar year of 2022. This report is not to be confused with the monthly building report. This document is intended to summarize the general status and open-meeting decisions made by the planning commission (PC) and zoning board of appeals (ZBA).

**Summary Findings**

The PC experienced a slow year in terms of the number of reviews and meeting count. Aside from a review of a Condominium Plan for Kroger, the only business item spanning their four meetings was the master plan. In some respects, this may have allowed the commission to focus. The biggest issue facing the commission was a large turnover in members, resulting in many new faces and a pronounced need for training.

The ZBA had absolutely no business, aside from training and their annual meeting. We will focus on formal targeted training for the commission and ZBA early this calendar year.

Concerning attendance and activity, the planning commission had a slow year and met only four times and experienced 29 attendances out of 32 attendance opportunities (91%), with 4 vacancy occurrences. This is an increase from 75% in 2021.

The commission lost Mr. Keene and Mr. Long to resignations. With one seat vacant entering 2022, the commission greeted new members: Vickie Sturgess, Thomas Currier, and Mark Branoff. Tom Wyatt serves as the chair and represents the planning commission on the ZBA. Mr. Henry is the City Council representative on the planning commission. The Mayor serves on the planning commission by default.

The ZBA met only once, which was for training in March. Attendance was about 83% (5 attendances out of 6 total opportunities, including alternates and one vacancy). George Hicks filled the vacancy. However, the ZBA lost Mr. Plumb in 2022 and Knickerbocker recently became ineligible with his appointment to the city council. They were replaced by Mr. Walt Melen and Mr. Ken Brill, respectively.

**Boardmembers & Commissioners**

Below is the current list of the PC and ZBA membership. All members have been given copies of the city’s personnel policies.

<b>PLANNING COMMISSION</b>	<b>Term end date</b>	<b>Address</b>
Vicke Sturgess	06/30/25	5153 Durwood
Charles Campbell	06/30/24	5342 Winshall
Thomas Currier	06/30/25	6324 Miller
Betty Binder, Secretary	06/30/23	8079 Bristol Road
Tom Wyatt (ZBA), Chair	06/30/23	5097 School
Bud Grimes	06/30/25	5171 Oakview Drive
Nate Henry (Council), Vice-Chair	11/25/24	5411 Don Shenk
Mark Branoff	06/30/24	7216 Parkridge
David Krueger, Mayor	Per Council Term	7399 Miller Rd

<b>ZONING BOARD OF APPEALS</b>	<b>Term end date</b>	<b>Address</b>
Tom Wyatt (PC Chair)	06/30/25	5097 School
Ronald Smith, Secretary	06/30/23	9194 Chesterfield
John Gilbert (Council member)	11/25/24	7459 Miller Rd.
Walt Melen (Alternate)	06/30/25	7054 Bristol
James Packer, Chairperson	06/30/24	7515 Elizabeth Ct.
Kenneth Brill (Alternate)	06/30/23	5352 Greenleaf
George Hicks	06/30/24	8373 Miller

**Facts & Figures on Projects**

Below is an exhaustive list of projects and activities that were addressed by the Planning Commission and Zoning Board of Appeals.

<b>Project</b>	<b>Venue</b>	<b>Review</b>	<b>Location</b>	<b>Size or Units</b>	<b>Value</b>	<b>Month</b>	<b>Approval</b>	<b>Status</b>
Kroger Condo	PC	Site Plan	7084 Miller	8.5 Acres	N/A	August	Yes	Complete
Master Plan Update	PC/DDA	Plan Update	N/A	N/A	N/A	Multiple	Yes	Complete
ZBA Basics	ZBA	Training	N/A	N/A	Priceless	March	N/A	Complete

## **Training**

Staff is going to make a concerted effort to engage the new planning commissioners and zoning board of appeals members in formal training. We will specifically request that members with less than one full term engage in standard Michigan Association of Planning events, including the annual conference. A training letter is sent via email and hardcopy that encourages members to pursue formal training, to attend other city events/meetings, and to consult with the city manager about opportunities for improvement.

To get things moving, we have scheduled Michigan Association of Planning “Site Plan Review” training at the city offices in February. This will be a joint meeting of the planning commission and ZBA, and it will provide formal, in-person instruction with a MAP certificate.

In addition, the ZBA annual meeting in March will include MAP “Advanced Zoning Board of Appeals” training for the entire group.

## **Conclusions - Looking Forward**

There were not any issues or anomalies with the commissions that demand attention. It is unclear what is in store for 2023 in the market place, making the workload for zoning, site plans, and variances unpredictable. However, the city will continue to improve our prospects for improvement by pursuing updates to the zoning code and plans for downtown in accordance with the new master plan. This will require efforts by the PC and DDA update the downtown Planned Unit Development zoning and Tax Increment Financing incentive policies. There are also inquiries for residential and commercial projects in the community.

Issues that we know must be looked at, all of which are pending, include:

1. Engaging in proactive planning as it relates to the RRC sites, such as the raceway
2. Continuing to update the six year Capital Improvement Program
3. Consideration of a specific downtown traffic plan for Miller Road

Please contact me directly if you have any comments or inquiries on the matter.

Sincerely,



Adam H. Zettel, AICP  
City Manager

February 7, 2023  
Planning Commission  
Annual Report for 2022

City of Swartz Creek  
[azettel@cityofswartzcreek.org](mailto:azettel@cityofswartzcreek.org)

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8083 Civic Drive  
Swartz Creek Michigan 48473  
Phone: (810)-635-4464 Fax: (810)-635-2887  
[www.cityofswartzcreek.org](http://www.cityofswartzcreek.org) <ftp://cityofswartzcreek.org>