

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 09/25/2023**

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, Clerk Designee Renee Kraft.

Others Present: Metro PD Chief Bade

Others Virtually Attended: Linda Davis-Kirksey, Lania Rocha.

**APPROVAL OF MINUTES**

**Resolution No. 230925-01** **(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 September 11, 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. 230925-02** **(Carried)**

Motion by Councilmember Henry  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of September 25, 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. 230925-03**

**(Carried)**

Motion by Councilmember Henry  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager's Report of September 25, 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:**

### **RESOLUTION TO AUTHORIZE AN INCREASE TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT MATCH.**

#### **Resolution No. 230925-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Gilbert

**WHEREAS**, the City of Swartz Creek approved the submission of an application titled, "Otterburn Park Improvements" to the Recreation Passport grant program for pavilion construction and related site improvements at Otterburn Park; and,

**WHEREAS**, the City of Swartz Creek made an initial financial commitment to the \$170,000 project in the amount of \$42,500 matching funds; and,

**WHEREAS**, the overall project scope, including contributions from Congressional Designated Spending, includes additional features at a budget of \$865,860; and,

**WHEREAS**, the first round review of the application by the Department of Natural Resources encourages adding project components that are included in the overall project, but were not included in the initial DNR grant application; and,

**WHEREAS**, including those components, such as benches and sign, increase the cost of the DNR project, necessitating an increase in the local match; and,

**WHEREAS**, the construction of a pavilion at Otterburn Park is included in the city's capital improvement program, as part of a multi-phase Otterburn Park plan.

**NOW THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council hereby authorizes amendment of the Otterburn Park Improvements Recreation Passport grant Application for \$150,000, and further resolves to make available a local match through financial commitment and donation(s) of \$61,800 (29.2%) of the total \$211,800 project cost.

Discussion Ensued.

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

**RESOLUTION TO APPROVE A PARADE PERMIT FOR THE SWARTZ CREEK  
COMMUNITY SCHOOLS HOMECOMING PARADE ON OCTOBER 6, 2023**

**Resolution No. 230925-05**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a network of major and local streets; and City Council Packet 26 September 25, 2023

**WHEREAS**, the streets, upon the finding of a public benefit and no unreasonable hardship, may be permitted for closure from time to time as permitted by the city council; and

**WHEREAS**, the Swartz Creek Community Schools seeks a street closure permit for the annual Homecoming Parade, to commence at 5:00 p.m. on Friday, October 6, 2023; and

**WHEREAS**, the city council, following the recommendation of the police authority, finds that the application, including insurance, is complete and that this event offers a public benefit without imposing an unreasonable hardship.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Swartz Creek approves the application of the Swartz Creek Community Schools to conduct their annual High School Homecoming Parade on Friday, October 6, 2023 from 4:45 pm to 6:30 pm. Parade route as follows:

Crapo/Maple, Eastbound to Morrish  
Morrish, Northbound to Miller  
Miller, Westbound to Fairchild  
Fairchild, Southbound to Middle School

Under the direction and control of the Chief of Police (or designee) and in accordance with the stipulations and conditions set forth in the permit and application, including the provision of proper insurance.

Discussion Ensued.

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

## **RESOLUTION TO ESTABLISH AN EARLY VOTING PRECINCT AND LOCATION.**

**Resolution No. 230925-06**

**(Carried)**

Motion by Councilmember ~~Gilbert~~ **Knickerbocker**.  
Second by Councilmember Hicks.

**WHEREAS**, the voters in the State of Michigan, on November 8, 2022, approved the passage of Proposal 22-2, which in part, entitles registered voters to vote in every State and Federal election in person at an early voting site prior to election day; and

**WHEREAS**, Proposal 22-2 requires that Early Voting site must be open for nine (9) consecutive days beginning on the second Saturday before the election and ending on the Sunday before the election, for at least eight hours each day; and

**WHEREAS**, the Secretary of State requires that all early voting dates and times be posted forty-five (45) days prior to every election; and

**WHEREAS**, the City Clerk recommends that the Early Voting Precinct for all City of Swartz Creek registered voters be held at the City Office Council Chambers located at 8083 Civic Drive, Swartz Creek, MI 48473, as it meets all polling place requirements set forth in Proposal 22-2.

### **NOW THEREFORE BE IT RESOLVED**

1. The City of Swartz Creek Early Voting Precinct is established and will be located at the City Offices Council Chambers, 8083 Civic Drive, Swartz Creek, Michigan 48473, for registered voters in the City of Swartz Creek;
2. The Early Voting Precinct for State and Federal Elections will be open for nine (9) consecutive days beginning the second Saturday before election day

through the Sunday before election day during the hours of 8:00 a.m. to 4:00 p.m. or as posted before each election.

3. The City Clerk shall post all early voting dates and times as well as the location of the Early Voting Precinct at least forty-five (45) days prior to every election.
4. Authorize the City clerk to exercise all authority and independent judgement that is reasonably necessary to conduct early voting in accordance with these principles and all legal/administrative requirements.

Discussion Ensued.

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

## **RESOLUTION TO APPROVE FENCE INSTALLATION ALONG THE SAFE ROUTES TO SCHOOL TRAIL**

**Resolution No. 230925-07**

**(Carried)**

Motion by Councilmember Spillane.  
Second by Councilmember Hicks.

**WHEREAS**, the City of Swartz Creek is in the process of finalizing the construction of the Safe Routes to School trail project, which traverses property owned by Swartz Creek Community Schools; and

**WHEREAS**, said school property is adjacent to private property that is unique in its proximity and close distance to the trail; and

**WHEREAS**, said property owner, school staff, and the city acknowledge that use and reasonable enjoyment of the property is compromised; and

**WHEREAS**, the city, the private property owner, and the school all desire to enable trail use in a way that is safe for users and reduces liability for all parties; and

**WHEREAS**, fence construction by the city has been found to be the most effective and efficient way to accomplish this objective; and

**WHEREAS**, Michigan Fence Co. has proposed to install a screening fence for \$8,298; and

**WHEREAS**, timing and quality of the installation are of the essence, and the city believes the economic interests of the city are best served proceeding with this negotiated proposal to see the work completed under Sec. 2-402 of the Ordinance.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the proposal submitted by Michigan Fence Company, Inc in the amount of \$8,298, dated September 19, 2023.

Discussion Ensued.

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

**MEETING OPENED TO THE PUBLIC:**

None.

**REMARKS BY COUNCILMEMBERS:**

Mayor Pro Tem Hicks noted the National Day of Service date of September 30, 2023 from 10:00am – 2:00pm at the Methodist Church if anyone would like to donate food. She stated they did a good job marking Miller Road during construction. She noted that the Morrish Road bridge overpass looks bad. Mr. Zettel noted that Swartz Creek cannot afford to repair the bridge as it should be done, so we will have to keep it safe and functional until the State comes in to repair it.

Councilmember Spillane asked about the gate at Elms. Mr. Zettel responded that one of the teachers said the trail gets a lot of use, but other people sometimes use it during school hours. They have asked for a gate with a lock for use during school hours. Councilmember Spillane also questioned internet service contracts and election reimbursements.

Councilmember Knickerbocker mentioned the Bee More Jentery fundraiser will be on October 7 at 4:00pm.

Councilmember Gilbert asked if there would be concrete put around the manholes on Grove Street. Mr. Zettel responded affirmatively.

Councilmember Krueger discussed the 5G mini cells. A reduction in rent was granted for the major towers, so do they need the mini cells in Swartz Creek? Mr. Zettel responded that the major towers cannot be used – they need the mini cells.

**ADJOURNMENT**

**Resolution No. 230925-08**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Henry

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

Unanimous Voice Vote.

As amended.

*Renee Kraft, CMC, MiPMC*

---

**David A. Krueger, Mayor**

---

**Renee Kraft, CMC, MiPMC, City Clerk**