

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE May 28, 2024**

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 Renee Kraft.

Others Present: Kristie Shelly-Web Matters, Julie Parsons-Hall, Lori Berens

APPROVAL OF MINUTES

Resolution No. 240528-01 **(Carried)**

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes, as amended, of the Regular Council Meeting held Monday May 13, 2024 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. 240528-02 **(Carried)**

Motion by Councilmember Henry
Second by Councilmember Cramer

I Move the Swartz Creek City Council approve the Agenda, as amended, for the Regular Council Meeting of May 28, 2024 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. 240528-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of May 28, 2024, 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 APPROVE UPDATE AND RECREATION OF THE CITY'S WEBSITE FOR ADA ACCESSIBILITY, FUNCTION, AND APPEARANCE

Resolution No. 240528-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek maintains a website that is a crucial component of information dissemination, online services, and communication; and

WHEREAS, the website platform is becoming outdated, resulting in a lack of ADA compliance, general functionality, and positive branding; and

WHEREAS, the city has a proposal from an experienced website designer to recreate the website to correct said deficiencies; and

WHEREAS, Ordinance Section 2-402 provides for the employment of professional services upon approval by the city council.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek approves the Recreation option for website updates as included in the proposal by Web Matters by Kristie Shelly, dated April 25, 2024, including Optional Items as deemed appropriate by the city manager.

BE IT FURTHER RESOLVED, the City of Swartz Creek city manager to craft and execute a standard contractor’s agreement for said services on behalf of the city.

Discussion Ensued between Council and Kristie Shelly of Web Matters.

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

NO: None. Motion Declared Carried.

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

Resolution No. 240528-05

(Carried)

Motion by Councilmember Gilbert

Second by Mayor Pro Tem Hicks

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

WHEREAS, the Michigan Girl Scouts of Southeastern Michigan’s Community 01, in conjunction with the Michigan State Police is proposing an expanded park use reservation for Elms Park on September 21, 2024 for the purpose of holding a publicly available preparedness event (MIREADY Program); and

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

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

WHEREAS, the City Council finds the Michigan Girl Scouts of Southeastern Michigan’s Community 01, in conjunction with the Michigan State Police, to be qualifying groups with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the expanded use reservation of the MIREADY event and waives all fees for the September 21, 2024 expanded use reservation in Elms Park.

Discussion Ensued between Council and Julie Parsons-Hall.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE THE FISCAL YEAR 2024-2025 CITY BUDGET

Resolution No. 240528-06

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Henry

WHEREAS, the Swartz Creek City Council is required to approve a budget in accordance with the General Appropriations Act and Uniform Budgeting and Accounting Act; and

WHEREAS, a public hearing was posted and held in accordance with the city charter on May 13, 2024; and

WHEREAS, the Swartz Creek City Council finds the following Fund-based budget to be an accurate and desirable instrument to appropriate funds to serve the needs of the City of Swart Creek; and

WHEREAS, the Swartz Creek City Council desires the budget to be accompanied by additional illustrative, narrative, and data materials to make the budget more transparent and useful to staff, officials, and the public.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby adopt the following 2024-2025 fiscal budget based upon the following tax mills:

General Operating Levy	4.6862	mills
Public Safety SAD	4.9000	mills
Street Levy	4.0953	mills
Sanitation Levy	2.6270	mills

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby approve the 2024-2025 Budget Book as included in the May 28, 2024 city council packet.

Discussion Ensued.

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

RESOLUTION TO APPROVE ANNUAL COVERAGE AND PAYMENT FOR GENERAL AND LIABILITY INSURANCE OF THE CITY TO MEADOWBROOK

Resolution No. 240528-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek has a need to insure property, equipment, and services that it owns and provides; and

WHEREAS, the City of Swartz Creek has been engaged in risk management with the Michigan Municipal League Liability and Property Pool, as serviced by Meadowbrook Insurance Group since 1986; and

WHEREAS, the City of Swartz Creek finds this professional service to meet or exceed financial expectations, as well as the staffing and service needs of the city; and

WHEREAS, Ordinance Section 2-402 provides for the employment of professional services upon approval by the city council.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek appropriate and approve payment for an amount not to exceed \$48,490 to Michigan Municipal League Meadowbrook Insurance, payment of the City's annual 2024-2025 premiums for property and liability insurance, funds to be apportioned to reflect departmental coverage as noted in the invoice.

Discussion Ensued.

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

RESOLUTION TO APPROVE AUTHORIZE SIGNERS FOR THE CDBG SIGNATURE CARD

Resolution No. 240528-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek participates in the American Rescue Plan Act Program; and

WHEREAS, the Genesee County Community Development Program has requested that we update our authorized signature cards.

NOW, THEREFORE, BE IT RESOLVED that the following individuals be authorized to request reimbursement from the AMERICAN Rescue Plan Act (ARPA) Program:

1. Renee Kraft, City Clerk
2. Adam Zettel, City Manager

Discussion Ensued.

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

RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER NUMBER 180, TO ELIMINATE ONSTREET PARKING ON INGALLS BETWEEN FAIRCHILD AND SCHOOL STREETS

Resolution No. 240528-09

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Knickerbocker

WHEREAS, the city owns and operates a system of major and local streets, including traffic control devices; and

WHEREAS, Chapter 18, Article II of the Swartz Creek City Charter adopts the provisions of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition; and

WHEREAS, Section 1A.08 of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition places local control of the regulation of traffic devices with the local government; and

WHEREAS, the street administrator and staff from the Metro Police Authority of Genesee County recommend that parking on the north side of Ingalls, between Fairchild Street and School Street be permitted to support the new school facilities and to slow traffic; and

WHEREAS, the street administrator and staff from the Metro Police Authority of Genesee County recommend that Ingalls, between Fairchild Street and School Street be designated as a no passing zone to reduce traffic conflicts.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek approve Traffic Control Order #180 as a permanent order and direct the staff to place and/or remove signs in accordance with the MUTCD.

Discussion Ensued.

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

WHEREAS, the May 14th event was successful enough to warrant expansion onto Holland Drive; and

WHEREAS, the City Council finds the organization and the event to be beneficial to the public and in good standing.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a street usage permit to conduct a craft market and food truck event on the Tuesdays June 11th, July 9th, August 13th, and September 10th, from 3:00 p.m. to 8:30 p.m., applicant: the Jeepers Creekers, Inc., in accordance with the application submitted, under the direction and control of the Chief of Police.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

ABRAMS PARK ART DONATION ACCEPTANCE

Resolution No. 240528-12

(Carried)

Motion by Councilmember Gilbert

Second by Councilmember Henry

WHEREAS, the City of Swartz Creek owns operates and maintains a system of parks; and

WHEREAS, the Friends of Abrams Park has offered to donate a piece of art work to a proposed Monarch Butterfly waystation and garden in Abrams Park; and

WHEREAS, the Park Board, after deliberation, found the steel art piece to be in the best interests of the park and approved the donation at their meeting on May 21, 2024.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby accepts the Abrams Park art piece donation for Abrams Park, as pictured in the packet, conditioned upon the following:

1. The location and installation details for this piece are to be determined in an approved plan for the garden that the park board and council will review at a later date.
2. The project shall be overseen by the Director of Public Works and not commence until the ability to ensure project completion is evident.
3. The city will own and maintain the structure in a reasonable manner, with eventual replacement or removal dependent on the best interests of the city at a future date.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Gilbert: Stated there was lots of rain and it needs to dry up. Questioned if there was a problem with the carnival trucks.

Councilmember Henry: Discussed if the Car Show at O'Reilly's will be regular. They had a food truck with no permit.

Councilmember Cramer: The cemetery work was done by volunteers and it looks great.

Mayor Pro Tem Hicks: The light is up at Miller and Morrish. The flowers look good.

Councilmember Knickerbocker: Next month is the Chambers annual awards banquet-he recommends everyone attend, located at the American Legion. The silent auction donations will go to Whaley Children's Center at their fundraiser on June 25 at noon.

Councilmember Spillane: Discussed carnival trucks-will they be asked to move out of town? Stated there have been complaints that Diponio trucks speed through town and hopes someone will take care of that. The Book Nook (Bella's) got their funding-we should have insisted on the liquor license being contingent on it happening. Commented that the Historical Society will be having a yard sale Friday from 9-4 at the amphitheater. The cemetery clean up accomplished a lot by using D2.

Mayor Krueger: Shadow Carvers would be happy to work with us to make new/fix **military** head stones and should give us a good price.

ADJOURNMENT

Resolution No. 240528-13

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Cramer

I Move the Swartz Creek City Council adjourn the regular meeting at 8:41 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Renee Kraft

Renee Kraft, CMC, MiPMC II, City Clerk