

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE July 08, 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: Metro PD Chief Bade, Walt Melen, Jeff Kelley, Linda Davis Kirksey-Davis Kirksey Associates, Inc..

Others Virtually Attended: Lania Rocha

APPROVAL OF MINUTES

Resolution No. 240708-01 (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 June 24, 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. 240708-02 (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 July 8, 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. 240708-03

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Henry

I Move the Swartz Creek City Council accept the City Manager's Report of July 8, 2024, as amended, 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:

Walt Melen: Regarding painting of the speed limit on the roads-the font is too small. Questioned if there is a uniformed traffic code for the size and font? Response-No.

COUNCIL BUSINESS:

RESOLUTION TO RENEW A PROFESSIONAL SERVICE AGREEMENT FOR GRANT WRITING SERVICES

Resolution No. 240708-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Cramer

WHEREAS, the City undertakes a number of routine and special projects, many of which are supplemented or are only feasible because of additional state or federal grants; and

WHEREAS, the City has had success in acquiring many traditional grant sources that are offered through the state MEDC, MDOT, and DNR; and

WHEREAS, the City has obtained a congressional designated spending appropriation and continues to seek state DNR funds to support the build out of Otterburn Park; and

WHEREAS, state grants and federal allocations are complex and specific processes that require specialized experience, knowledge, and contacts to successfully administer; and

WHEREAS, the City approved a one year proposal from an experienced grant writer that has since had success in getting preliminary congressional designated spending approved for Otterburn Park, as well as engagements on ongoing grants, including the Michigan Department of Natural Resources Trust Fund Grant; and

WHEREAS, the federal allocation and DNR Trust Fund grants should be resolved and/or finalized by January of 2025; and

WHEREAS, the grant writer, Davis Kirksey Associates, Inc. has submitted a proposal to continue to consult on existing submissions and to work on additional, miscellaneous opportunities for a fee of \$1,000 per month for six months.

NOW, THEREFORE BE IT RESOLVED that the Swartz Creek City Council approve the Agreement between the City of Swartz Creek and Davis Kirksey Associates, Inc., as included in the city council packet of July 8, 2024, and further authorizes and directs the Mayor to execute the agreement on behalf of the City.

Discussion Ensued.

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

RESOLUTION TO APPROVE A QUOTE TO INSTALL AND REPAIR SIDEWALK USING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

Resolution No. 240708-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the City of Swartz Creek has \$35,721 of Community Development Block Grant Funds to spend on eligible improvements by August 31, 2024; and

WHEREAS, the city awarded sidewalk improvements and repairs in the qualifying downtown area on June 24, 2024 in the amount of \$17,500; and

WHEREAS, additional qualifying repairs may be authorized by the county, but the total expense is expected to be \$20,000 or less; and

WHEREAS, the City of Swartz Creek does not wish to lose the ability to invest CDBG funds into the community; and

WHEREAS, senior services as provided by the Swartz Creek Area Senior Center are a qualifying and desirable service for which CDBG funds have been authorized

by the City of Swartz Creek and the Genesee County Metropolitan Planning Commission.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and recommends that any surplus funds that are not otherwise able to be utilized for sidewalk repairs be allocated for senior services at the Swartz Creek Area Senior Center.

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager or his designee to execute any and all agreements, forms, reports, and related compliance documentation as required to complete this project.

Discussion Ensued.

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

RESOLUTION TO APPROVE A RESERVATION LETTER WITH THE MICHIGAN STATE HOUSING DEVELOPMENT AGENCY FOR \$75,000 TOWARDS HOLLAND SQUARE

Resolution No. 240708-06

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Cramer

WHEREAS, the City of Swartz Creek has tentatively been awarded \$75,000 for a public amenity project, Holland Square improvements; and

WHEREAS, the Michigan State Housing Development Agency is seeking affirmation of a reservation letter to assign such funds during the remaining grant underwriting process; and

WHEREAS, the details of Holland Square improvements are being finalized, with a grant agreement expected in the near future and the improvements scheduled to be completed in 2025; and

WHEREAS, the addition of \$75,000 will enable the inclusion of desirable improvements to the project.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby approves the reservation letter from the MSHDA, as included in the July 8, 2024 city council packet.

BE IT FURTHER RESOLVED, the Swartz Creek City Council hereby authorizes and directs the City Manager or his designee to execute any and all agreements, forms, reports, and related compliance documentation as required to complete this project.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Lania: The next Marker's Market is tomorrow night with the theme of "Christmas in July." Times are 5:00pm-8:00pm.

REMARKS BY COUNCILMEMBERS:

Councilmember Knickerbocker: Thanked those that attended the Startz Annual Awards Luncheon. The committee is starting to recognize others in our community that are a valuable asset to Swartz Creek. Condolences to the family of Theresa Rose Mayers, the wife of Vice President of the Chamber of Commerce, Dave Mayers.

Councilmember Gilbert: Regarding parking-the whole lot was full up to the condos, so where are the people supposed to park if they build more condos there. City Manager responded that they can park next to the condos.

Mayor Pro Tem Hicks: She is impressed by the safety officer at the DPW, Becca Bosas. Heard all good things about the last concert. Questioned the Flock camera at the park. City Manager said there are problems and they are being fixed.

Councilmember Spillane: Discussed the concert venue. Tried to book bands that would bring the largest crowds. RVF granted us permission to use the parking lot again. The family that brought a large rock to Abrams Park has also offered to pay for a plaque to be added. The Historical Society would like to make sure that happens, but they will need help repositioning the rock.

Councilmember Cramer: The fire hydrant is being prepped and painted in front of his house. Suggested the city consider a second cemetery in town. It appears that Elms Road Park is getting the lion's share of the funding and he would like to see work done at Abrams Park.

Councilmember Henry: Discussed hydrants being painted and questioned who is paying for it. City manager replied it is being split between the contractor and the city.

Mayor Krueger: Noticed the drop box camera. Questioned if we could put one on the light post so we can see who's dropping stuff in the box. Clerk responded that an extra camera could be added if council wants to approve the funding.

ADJOURNMENT

Resolution No. 240708-07

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 8:10 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Renee Kraft

Renee Kraft, CMC, MiPMC II, City Clerk