

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE December 16, 2024**

The meeting was called to order at 6:02 p.m. by Mayor Henry in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Melen, Spillane, Hicks, Krueger, Henry.

Councilmembers Absent: Knickerbocker, Gilbert.

Staff Present: City Manager Adam Zettel, Clerk Renee Kraft.

Others Present: Michelle Groesse, Cheryl Boshaw, Daneen Fick, Todd Beady, Stephanie Skinner.

Others Virtually Attended: Lania Rocha

Motion by Councilmember Melen  
Second by Mayor Pro Tem Hicks

**Motion to excuse** Councilmembers John Gilbert and John Knickerbocker.

Unanimous Voice Vote.

**APPROVAL OF MINUTES**

**Resolution No. 241216-01** **(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Krueger

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday December 9, 2024 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 241216-02** **(Carried)**

Motion by Councilmember Krueger

Second by Mayor Pro Tem Hicks

**I Move** the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of December 16, 2024 to be circulated and placed on file.

YES: Hicks, Krueger, Henry, Melen, Spillane.

NO: None. Motion Declared Carried.

## **CITY MANAGER'S REPORT**

**Resolution No. 241216-03**

**(Carried)**

Motion by Councilmember Melen

Second by Councilmember Krueger

**I Move** the Swartz Creek City Council accept the City Manager's Report of December 16, 2024, including reports and communications to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Henry, Melen, Spillane.

NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:** None.

**COUNCIL BUSINESS:**

**OTTERBURN PARK DONATION: Presentation by Stephanie Skinner.**

Donation of \$7,000 from Bee More Jentery Foundation to Otterburn Park.

**PUBLIC HEARING FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG):**

Open at 6:22pm.

Adam Zettel, City Manager: Stated that past projects with CDBG funds include lighting for the downtown area and Parks, amongst other places; sidewalks; sign removal; Senior Center; Demolition of structures, etc. Funds available are \$35,189. Eligible investments are services, since we no longer have low to moderate income neighborhoods. Services can be assisting the elderly, abused children, battered spouses, persons with disabilities, homeless persons, illiterate adults, migrant farm workers, etc. His recommendation is to max out the Senior Center at 30%, and the other 70% towards other recommended items.

Todd Beady: Stated there are too many strings attached to the CDBG funds.  
Questioned if we can set some of the money aside? Response: no. Questioned  
if we can use it for blight removal? Response: yes.  
Closed at 6:43pm.

## **RESOLUTION TO APPROVE THE CITY CDBG PRE-ALLOCATION**

**Resolution No. 241216-06**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Krueger

**WHEREAS**, the City of Swartz Creek City Council receives an allocation of Community Development Block Grant Funds from Genesee County on a three year cycle, with the next allocation expected to be \$35,189; and

**WHEREAS**, applications are now being accepted for service projects and construction projects; and,

**WHEREAS**, projects must meet specific criteria as noted on the pre-application forms, including expenditure in low/moderate income areas, or serving a low/moderate income population while accomplishing a national objective; and,

**WHEREAS**, the funds for services, including senior services, can equal up to 30% of the three year allocation for approved and eligible purposes; and,

**WHEREAS**, the city council held a public hearing on December 16, 2024 to hear public comment related to the use of such funds,

**WHEREAS**, the due date for pre and full applications is January 13, 2025 at 5:00pm.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Swartz Creek City Council submit a pre-application to the Genesee County Metropolitan Planning Commission for the three-year Community Development Block Grant Distribution, an amount estimated to be \$35,189, to support all or some of the following activities as prioritized:

1. Senior Center Services (30%)
2. ADA drop-off point for Pajtas Amphitheatre
3. Blight Remediation
4. Code Enforcement

**BE IT FURTHER RESOLVED THAT** the Swartz Creek City Council authorize and direct the city manager to submit full applications, as prioritized, to the Genesee County Metropolitan Planning Commission for the three-year Community Development Block Grant Distribution by the due date on January 13, 2025.

Discussion Ensued.

YES: Krueger, Henry, Melen, Spillane, Hicks.

NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:**

Cheryl Boshaw: Had questions regarding restrooms at amphitheater. City Manager Adam Zettel responded that it has not been further discussed since it was brought up awhile ago.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Spillane: Looking forward to working with everyone next year.

Councilmember Krueger: Wind Symphony is performing tonight at 7:30. Wished everyone a Merry Christmas and a Happy New Year.

Councilmember Melen: Thanked committee members for their help. Wished everyone a Merry Christmas and a Happy New Year. Congratulated the Mayor on his win.

Mayor Pro Tem Hicks: Looking forward to working with Council next year. The Women's Club had their awards for best decorating. The winners are:

A Cut Above Hair Salon - Best outside  
Blue Butterfly Boutique - Best window display  
Shear Excellence - Best Interior

Mayor Henry: Thanked retired employee Connie Olger for her service to Swartz Creek. Wished everyone a Merry Christmas and a Happy New Year.

**ADJOURNMENT**

**Resolution No. 241216-07**

**(Carried)**

Motion by Councilmember Melen  
Second by Councilmember Spillane

**I Move** the Swartz Creek City Council adjourn the regular meeting at 6:48 p.m.

Unanimous Voice Vote.

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**Nate Henry, Mayor**

*Renee Kraft*  

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**Renee Kraft, CMC, MiPMC2, City Clerk**