

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE February 24, 2025**

The meeting was called to order at 7:00 p.m. by Mayor Henry in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Jacqueline Forrest.

Others Present: Sheri Sprygada, Jeff Kelley, Lt. Mike Murphy

APPROVAL OF MINUTES

Resolution No. 250224-01

(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 February 10, 2025 to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No.250224-02

(Carried)

Motion by Councilmember Krueger
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of February 24, 2025, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 250224-03

(Carried)

Motion by Councilmember Melen
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of February 24, 2025, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Marrienne McLanahan: Need traffic speed enforcement on Ingalls

COUNCIL BUSINESS:

RESOLUTION TO APPROVE MID-YEAR BUDGET ADJUSTMENTS

Resolution No. 250224-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Melen

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 2024 – 2025 Revenue and Expenditure Report through January, 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 41 to 95) attached.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A PUBLIC PLACE PERMIT FOR THE JEEPERS CREEKERS 2025 MONTHLY MARKET

Resolution No. 250224-05

(Carried)

Motion by Councilmember Gilbert

Second by Councilmember Melen

WHEREAS, Jeepers Creekers, Inc. is a recognized charitable entity that is in good standing and that operates in Swartz Creek; and

WHEREAS, said organization proposes to organize and host a monthly vendor market within Holland Square and on Holland Drive, including food trucks, and they therefore seek a permit to use the city plaza from 3:00 p.m. to 9:00 p.m. on the following Tuesdays of May 13th, June 10th, July 8th, and August 12th: 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 public place and street usage permit to conduct a craft market and food truck event on the Tuesdays of May, 13th, June 10th, July 8th, and August 12th from 3:00 p.m. to 9:00 p.m., applicant: the Jeepers Creekers, Inc., in accordance with the application submitted.

Street and City property use subject to the following stipulations:

1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
2. Sufficient number of portable bathrooms placed and located, and litter control program in accordance and under the approval of Director of Community Services.

3. Approval by the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A FESTIVAL PERMIT FOR THE SWARTZ CREEK JEEPERS CREEKERS EVENTS IN OCTOBER OF 2025

Resolution No. 250224-06

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Gilbert

WHEREAS, the Jeepers Creekers (JC) organization is a recognized charitable entity that operates in Swartz Creek; and

WHEREAS, JC is seeking permits and approvals to operate an annual festival on private and public grounds within the city, including a trunk-or—treat event, a foot race, market vendors, food service, and numerous other activities; and

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

WHEREAS, Section 13.01.G of Appendix A of the City Code of Ordinances provides for conditions of approval for a festival within the city, provided that the duration is less than 10 days, the operator is a charitable entity, and city council approval is required.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves Resolutions/Motions 250224-06A through 250224-06C, allowing for the various permits related to the annual Swartz Creek Jeepers Creekers festival, to be held on Saturday, October 18, 2025, inclusive of all stipulations and conditions as specified and listed within, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all events.

**Resolution No. 250224-06A JEEPERS CREEKERS STREET FESTIVAL,
GENERAL STREET & PROPERTY USE PERMITS**

I Move the City of Swartz Creek approve and authorize the Jeepers Creekers application for street closing and City property use permits on Saturday, October 18, 2025 for the purpose of hosting a festival at the following locations:

1. 5012 Holland Drive (10am to 8pm)

2. Miller Road (Morrish to Hayes) (4pm to 8pm)
3. Holland between Miller and Ingalls (10am to 8pm)
4. General Street Permit for a footrace (no street closures are required)

Street and City property use subject to the following stipulations:

4. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
5. Sufficient number of portable bathrooms placed and located, and litter control program in accordance and under the approval of Director of Community Services.
6. Approval by the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

Resolution No. 250224-06B JEEPERS CREEKERS MUNICIPAL PROPERTY RESERVATION PERMIT

I Move the Swartz Creek City Council approve and authorize the Jeepers Creekers application for street closing / usage permit for Saturday, October 18, 2025 from 10:00 a.m. until 8:00 p.m. for purposes of conducting a festival, including market vendors, games, and food service in Holland Square under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

Resolution No. 250224-06C JEEPERS CREEKERS STREET USAGE PERMIT

I Move the Swartz Creek City Council approve and authorize the Jeepers Creekers application for street closing / usage permit for Saturday, October 18, 2025 from 4:00 p.m. until 8:00 p.m. for purposes of conducting a festival on Miller Road (Morrish to Hayes) and Holland Drive under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Marrienne McLanahan: Train tracks need to be fixed.

**CLOSED SESSION TO CONSIDER A REAL ESTATE PURCHASE OR LEASE
(ROLLCALL VOTE)**

Resolution No. 250224-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek City Council desires to consider options related to a potential real estate transaction, and;

WHEREAS, the MCL 15.268(d) permits a governing body to enter a closed session to consider the purchase or lease of real property, finding that an open meeting would have a detrimental financial effect on the settlement position of the city.

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussing a real estate purchase or lease.

Discussion Ensued.

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

RESOLUTION TO EXIT CLOSED DOOR SESSION

Resolution No.250224-08

(Carried)

Mayor Henry reopened the meeting to the public at 8:12pm.

REMARKS BY COUNCILMEMBERS:

none

ADJOURNMENT

Resolution No. 250224-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Melen

I Move the Swartz Creek City Council adjourn the regular meeting at 8:17p.m.

Unanimous Voice Vote.

Nate Henry, Mayor

Renee Kraft

Renee Kraft, CMC, MiPMC2, City Clerk