

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE May 12, 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: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

Councilmembers Absent: Melen (excused).

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

Others Present: Metro PD Lieutenant Murphy, Jeff Kelley

Others Virtually Attended: Lania Rocha

Motion by Krueger, second by Hicks to excuse Councilmember Melen.

A unanimous voice vote.

**APPROVAL OF MINUTES**

**Resolution No. 250512-01**

**(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 April 28, 2025 and the Minutes of the Special Council Budget Workshop Meeting held Wednesday April 30, 2025 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 250512-02**

**(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 May 12, 2025, to be circulated and placed on file.

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

NO: None. Motion Declared Carried.

### **CITY MANAGER'S REPORT**

#### **Resolution No. 250512-03**

**(Carried)**

Motion by Mayor Pro Tem Hicks

Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager's Report of May 12, 2025, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

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

### **PUBLIC HEARING FOR FISCAL YEAR 2025-2026 BUDGET**

Opened Public Hearing at 7:30pm

No resident comments.

Closed Public Hearing at 7:31pm

### **COUNCIL BUSINESS:**

### **RESOLUTION TO APPROVE COMMISSION APPOINTMENT**

#### **Resolution No. 250512-04**

**(Carried)**

Motion by Councilmember Gilbert

Second by Councilmember Knickerbocker

**WHEREAS**, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the City Council require and set terms of officers for various appointments to City boards and commissions, as well as

appointments to non-city boards and commissions seeking representation by City officials; and

**WHEREAS**, there exists a vacancy in such a position; and

**WHEREAS**, said appointment is a Mayoral appointment, subject to affirmation of the City Council.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council concur with the Mayor and City Council appointment as follows:

**#250512-8B1    MAYOR APPOINTMENT:**

**Kelli Melen**

Park Board

Remainder of three year term, expiring December 31, 2026

Discussion Ensued.

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

NO:    None. Motion Declared Carried.

## **RESOLUTION TO APPROVE PROFESSIONAL SERVICES FOR MS4 COMPLIANCE AND PROGRAM OVERSIGHT**

**Resolution No. 250512-05**

**(Carried)**

Motion by Councilmember Knickerbocker

Second by Councilmember Krueger

**WHEREAS**, the City of Swartz Creek owns, operates, and maintains a system of storm water collection assets that drain to the Swartz Creek and other public water bodies of the state; and

**WHEREAS**, the city is required to comply with standards pertaining to Michigan's Municipal Separate Storm Sewer System (MS4), which requires adherence to inspection, testing, and maintenance standards, as well as subsequent reporting; and

**WHEREAS**, the city solicited a proposal from a pre-approved engineer that specializes in storm sewer matters to oversee MS4; and

**WHEREAS**, The MS4 program is established, but reapplication to the MS4 program is required periodically.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approve the professional service agreement dated April 22, 2025, as submitted by DLZ in the amount of \$10,000 and authorize and direct the Mayor to execute said agreement on behalf of the city.

Discussion Ensued.

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

## **RESOLUTION TO PURCHASE UTILITY TRACTOR**

**Resolution No. 250512-06**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Krueger

**WHEREAS**, the city finds it necessary to replace a 1967 tractor with a comparable piece of equipment; and

**WHEREAS**, the City's Purchasing Ordinance, Chapter 2, Article VI, Section 2-406 provides for terms and conditions of purchases; and

**WHEREAS**, the City is not required to get sealed bids but must seek council approval for goods and services that are not of a public work or improvement of a directly competitive nature; and

**WHEREAS**, the Director of Public Services has multiple quotes for equipment in the same class, though of various offerings and prices; and

**WHEREAS**, the 2025 Motor Pool Fund has sufficient funds set aside for this equipment replacement, in lieu of replacement of the 2018 Kubota utility vehicle.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approves the purchase of the Yanmar YM347 utility tractor in the amount of \$30,500, as quoted from Weiss Equipment, plus associated fees and expenses, to be apportioned from the Motor Pool Fund (661).

**BE IT FURTHER RESOLVED**, the City of Swartz Creek, finding the 1967 tractor to be beyond its useful life for the execution of safe and efficient duties, hereby direct and authorize the Director of Public Services to auction this vehicle and related appurtenances by means of the Bidcorp.com or related public auctioning service as soon as practical.

Discussion Ensued.

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

## **RESOLUTION TO APPROVE ROAD CRACK SEALANT BID**

Motion by Councilmember Krueger  
Second by Councilmember Hicks

**WHEREAS**, the city maintains a system of major and local streets; and

**WHEREAS**, the city recognizes that a mix of fixes is required to properly maintain street assets over their design life, including the early application of crack filler; and

**WHEREAS**, the city sought bids in 2023 to apply crack filling treatment to select major streets that are experiencing mild deterioration, as well as major and local streets that are showing the first signs of deterioration; and

**WHEREAS**, a low bid was awarded to Asphalt Restoration Inc, a company in good standing with the MDOT; and

**WHEREAS**, the city wishes to continue to provide annual crack filling sealant, to all city streets, and has received an updated quote to continue these services from Asphalt Restoration Inc.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby approves the proposal from Asphalt Restoration Inc, in the estimated amount of \$51,000, funds to be apportioned to the major and local street funds as appropriate.

**BE IT FURTHER RESOLVED** the City of Swartz Creek approves the proposal to include all additional areas of the city not quoted at a rate of \$1.70 per foot to complete Otterburn, Parkridge, Springbrook East neighborhoods, public parking areas, trails, and other streets as needed.

**BE IT FURTHER RESOLVED** the City of Swartz Creek directs the City Manager to execute a standard contractor agreement with the bidder and further directs the Treasurer to appropriate funds from the major and local street funds as appropriate.

Discussion Ensued.

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

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

**REMARKS BY COUNCILMEMBERS:**

Councilmember Spillane: Questioned the Miller Road camper. Discussed the Meijer charging stations. Questioned why Elms Park was closed. Mr. Zettel responded it was for

public safety. Discussed Cemetery clean-up this Saturday; they need mulch and dirt. Thanked Bonnie George for all her hard work in the cemetery. Councilmember Knickerbocker: Announced he will not be present at the May 27 meeting.

Mayor Henry: Questioned how many days Miss-Dig stakes are good for. Mr. Bincsik responded 21 days.

## **ADJOURNMENT**

**Resolution No. 250512-08**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Krueger

**I Move** the Swartz Creek City Council adjourn the regular meeting at 8:00 p.m.

Unanimous Voice Vote.

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**Nate Henry, Mayor**

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