

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, January 10, 2022, 7:00 P.M.
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473
THIS WILL BE A HYBRID MEETING, WITH IN PERSON ATTENDANCE BY COUNCIL MEMBERS.**

1. **CALL TO ORDER:**
2. **INVOCATION:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
 - 4A. Council Meeting of December 13, 2021 MOTION Pg. 32
5. **APPROVE AGENDA:**
 - 5A. Proposed / Amended Agenda MOTION Pg. 1
6. **REPORTS & COMMUNICATIONS:**
 - 6A. City Manager's Report MOTION Pg. 8
 - 6B. Staff Reports & Meeting Minutes Pg. 48
 - 6C. Water Tower Inspection Proposal Pg. 76
 - 6D. MEDC Notice of Award Pg. 86
 - 6E. ARPA Call for Projects/Potential Submissions Pg. 87
 - 6F. Trail Work and Funding Agreement Pg. 93
 - 6G. EMS Service Agreement Template & 911 Consortium Letter Pg. 96
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. Water Tower Inspection RESO Pg. 26
 - 8B. Metro PD Appointment RESO Pg. 27
 - 8C. ARPA Project Approvals RESO Pg. 28
 - 8D. City Council Appointment RESO Pg. 28
 - 8E. 8013 Miller LCC Reso Affirmation RESO Pg. 29
 - 8F. 8002 Miller Road DISCUSSION
 - 8G. Trail Work Agreement RESO Pg. 30
 - 8H. Dedicated Ambulance Service DISCUSSION
 - 8I. Swartz Creek Fire Department Ambulance Runs RESO Pg. 31
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 31

Next Month Calendar

| | |
|---------------------------------|---|
| Downtown Development Authority: | Thursday, January 13, 2022, 6:00 p.m., PDBMB |
| Fire Board: | Monday, January 16, 2022, 6:00 p.m., Public Safety Building |
| Zoning Board of Appeals: | Wednesday, January 19, 2022, 6:00 p.m., PDBMB |
| Metro Police Board: | Wednesday, January 26, 2022, 10:00 a.m., Metro HQ |
| Planning Commission: | Tuesday, January 11, 2022, 7:00 p.m., PDBMB (Cancelled) |
| City Council: | Monday, January 24, 2022, 7:00 p.m., PDBMB |
| Planning Commission: | Tuesday, February 1, 2022, 7:00 p.m., PDBMB |
| Park Board: | Wednesday, February 2, 2022, 5:30 p.m., PDBMB |

City of Swartz Creek Mission Statement

The City shall provide a full range of public services in a professional and competent manner, assuring that the needs of our constituents are met in an effective and fiscally responsible manner, thus promoting a high standard of community life.

City of Swartz Creek Values

The City of Swartz Creek's Mission Statement is guided by a set of values which serve as a common operating basis for all City employees. These values provide a common understanding of responsibilities and expectations that enable the City to achieve its overall mission. The City's values are as follows:

Honesty, Integrity and Fairness

The City expects and values trust, openness, honesty and integrity in the words and actions of its employees. All employees, officials, and elected officials are expected to interact with each other openly and honestly and display ethical behavior while performing his/her job responsibilities. Administrators and department heads shall develop and cultivate a work environment in which employees feel valued and recognize that each individual is an integral component in accomplishing the mission of the City.

Fiscal Responsibility

Budget awareness is to be exercised on a continual basis. All employees are expected to be conscientious of and adhere to mandated budgets and spending plans.

Public Service

The goal of the City is to serve the public. This responsibility includes providing a wide range of services to the community in a timely and cost-effective manner.

Embrace Employee Diversity and Employee Contribution, Development and Safety

The City is an equal opportunity employer and encourages diversity in its work force, recognizing that each employee has unlimited potential to become a productive member of the City's team. Each employee will be treated with the level of respect that will allow that individual to achieve his/her full potential as a contributing member of the City staff. The City also strives to provide a safe and secure work environment that enables employees to function at his/her peak performance level. Professional growth opportunities, as well as teamwork, are promoted through the sharing of ideas and resources. Employees are recognized for his/her dedication and commitment to excellence.

Expect Excellence

The City values and expects excellence from all employees. Just "doing the job" is not enough; rather, it is expected that employees will consistently search for more effective ways of meeting the City's goals.

Respect the Dignity of Others

Employees shall be professional and show respect to each other and to the public.

Promote Protective Thinking and Innovative Suggestions

Employees shall take the responsibility to look for and advocate new ways of continuously improving the services offered by the City. It is expected that employees will perform to the best of his/her abilities and shall be responsible for his/her behavior and for fulfilling the professional commitments they make. Administrators and department heads shall encourage proactive thinking and embrace innovative suggestions from employees.

**CITY OF SWARTZ CREEK
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS
MONDAY, JANUARY 10, 2022, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **January 10, 2022** starting at 7:00 p.m. and will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain the notice in alternate formats, please contact Connie Olger, 810-429-2766 48 hours prior to meeting,

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID** number (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provide below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (DMTF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View participant list-opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” show the active speaker.

Connie Olger is inviting you to a scheduled Zoom meeting.

Topic: Swartz Creek City Council Meeting

Time: January 10, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83096401128>

Meeting ID: 830 9640 1128

One tap mobile

+13017158592,,83096401128# US (Washington DC)

+13126266799,,83096401128# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 830 9640 1128

Find your local number: <https://us02web.zoom.us/u/kz4Jb4etg>

If you have any further questions or concern, please contact 810-429-2766 or email colger@cityofswartzcreek.org.

A copy of this notice will be posted at City Hall, 8083 Civic Drive, Swartz Creek, Michigan.

CITY OF SWARTZ CREEK VIRTUAL (ELECTRONIC) MEETING RULES AND PROCEDURES

In order to conduct an effective, open, accessible, and professional meeting, the following protocols shall apply. These protocols are derived from the standard practices of Swartz Creek public meetings, Roberts Rules of Order, the City Council General Operating Procedures, and other public board & commission procedures. These procedures are adopted to govern participation by staff, councilpersons and members of the public in all City meetings held electronically pursuant to PA 228 of 2020. Note that these protocols do not replace or eliminate established procedures or practices. Their purpose is to augment standing expectations so that practices can be adapted to a virtual meeting format.

The following shall apply to virtual meetings of the city's public bodies that are held in accordance with the Open Meetings Act.

1. Meetings of the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Park Board, or committees thereunder may meet electronically or permit electronic participation in such meetings insofar as (1) the Michigan Department of Health and Human Services restricts the number of persons who can gather indoors due to the COVID-19 pandemic; (2) persons have an illness, injury, disability or other health-related condition that poses a risk to the personal health or safety of members of the public or the public body if they were to participate in person; or (3) there is in place a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or other person authorized to declare a state of emergency or disaster.
2. All meetings held hereunder must provide for two-way communication so that members of the public body can hear and respond to members of the general public, and vice versa.
3. Members of the public body who participate remotely must announce at the outset of the meeting that he/she is in fact attending the meeting remotely and by further identifying the specific physical location (by county, township, village and state) where he/she is located. The meeting minutes must include this information.
4. Notice of any meeting held electronically must be posted at the City Offices at least 18 hours before the meeting begins and must clearly explain the following:
 - (a) why the public body is meeting electronically;
 - (b) how members of the public may participate in the meeting electronically, including the specific telephone number, internet address or similar log-in information needed to participate in the meeting;
 - (c) how members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting;
 - (d) how persons with disabilities may participate in the meeting.

5. The notice identified above must also be posted on the City's website homepage or on a separate webpage dedicated to public notices for non-regularly scheduled or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes the meeting's purpose.
6. The City must also post on the City website an agenda of the meeting at least 2 hours before the meeting begins.
7. Members of the public may offer comment only when the Chair recognizes them and under rules established by the City.
8. Members of the public who participate in a meeting held electronically may be excluded from participation in a closed session that is convened and held in compliance with the Open Meetings Act.

MAINTAINING ORDER

Public body members and all individuals participating shall preserve order and shall do nothing to interrupt or delay the proceedings of public body.

All speakers shall identify themselves prior to each comment that follows another speaker, and they shall also indicate termination of their comment. For example, "Adam Zettel speaking. There were no new water main breaks to report last month. That is all."

Any participants found to disrupt a meeting shall be promptly removed by the city clerk or by order of the Mayor. Profanity in visual or auditory form is prohibited.

The public body members, participating staff, and recognized staff/consultants/presenters shall be the only participants not muted by default. All other members must request to speak by raising their digital hand on the virtual application or by dialing *9 on their phone, if applicable.

MOTIONS & RESOLUTIONS

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member whom reads/moves for a motion may oppose, argue against or vote no on the motion.

PUBLIC ADDRESS OF COUNCIL

The public shall be allowed to address a public body under the following conditions:

1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.
2. Individuals shall seek to be recognized by raising their digital hand as appropriate on the digital application.

3. Petitioners are encouraged to appropriately identify their digital presence so they can be easily recognized during business. If you intend to call in only, please notify the clerk in advance of your phone number.
4. The city clerk shall unmute participants and the members of the public based upon the direction of the mayor or chair. Participants not recognized for this purpose shall be muted by default, including staff, petitioners, and consultants.
5. Individuals shall be allowed five (5) minutes to address the public body, unless special permission is otherwise requested and granted by the Mayor or Chair.
6. There shall be no questioning of speakers by the audience; however, the public body, upon recognition of the Mayor or Chair, may question the speaker.
7. No one shall be allowed to address the public body more than once unless special permission is requested, and granted by the Mayor or Chair.
8. One spokesperson for a group attending together will be allowed five (5) minutes to address the public body unless special permission has been requested, and granted by the Mayor or Chair.
9. Those addressing the public body shall refrain from being repetitive of information already presented.
10. All comments and / or questions shall be directed to and through the Mayor or Chair.
11. Public comments (those not on the agenda as speakers, petitioners, staff, and consultants) are reserved for the two "Public Comment" sections of the agenda and public hearings.

VOTING RECORD OF PUBLIC BODIES

All motions, ordinances, and resolutions shall be taken by "YES" and "NO" voice vote and the vote of each member entered upon the journal.

City of Swartz Creek
CITY MANAGER'S REPORT
Regular Council Meeting of Monday, January 10, 2022 - 7:00 P.M.

TO: *Honorable Mayor, Mayor Pro-Tem & Council Members*
FROM: Adam Zettel, City Manager
DATE: January 5, 2022

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*No Change of Status*)
The city approved the appraisal for the Meijer Store, and our service provider is already at work. The firm that the city retained has testified successfully against Meijer for the City of Flat Rock. I am hopeful we can get an outright win, petition withdrawal, or very favorable negotiation.

See the July 26, 2021 report for details on the Meijer appeal.

We continue with an appraisal of Family Farm and Home. This is for an appeal filed last year.

- ✓ **STREETS** (*See Individual Category*)
 - ✓ **2020-2023 TRAFFIC IMPROVEMENT PROGRAM (TIP)** (*No Change of Status*)
Applications for the next round of TIP have been submitted for Seymour and Miller (Morrish to N. Seymour). All major streets are eligible, but these are in the worst shape, by far. They are also the most likely to be awarded, since the points are largely based on condition, traffic counts, and multi-modal function (e.g. bike lanes). With resolutions of support submitted, we await the awards.

The previous report follows:

Morrish Road is slated for 2022 federal funding. Note that the total scope of the project is around \$843,660, with 25% being the city's contribution (\$214,625). The city has committed the match portion to this project, which is 75-25. However, the federal allocation is capped at 75% of the original estimate, making the maximum federal reimbursement \$629,035. After three years and some project change orders, we are seeing an engineer's estimate that is \$1.1M prior to payment for construction engineering, which would add another \$150,000.

This is creating some obvious heartburn. The local match on this could easily balloon to 50%, which would place a tremendous strain on our road resources. We are working to reduce the project scope, as well as to seek a TIP amendment to increase this amount.

The project is slated to be complete in 2022. We are proceeding with preliminary engineering for this project. The engineers have included work scope regarding our desire to widen Paul Fortino to the north so that a left turn lane may be added. We are also including a mid-block crossing at Apple Creek Station.

In addition, we expect to ramp up with the next round of TIP submissions. This is the phase in which we request funding of specific major streets through the federal programs next three year cycle. Andy and I have been working on a strategy, and we believe we have no choice but to submit Miller Road (Morrish to N. Seymour) and ONLY this segment. In the past, we have submitted other major streets as backup. While they have funded (Morrish and Fairchild), we have not been adequately addressing our largest and most crucial asset.

To better position our community, we are completing PE for Miller Road early and keeping it as a standby project for other unspent TIP funds in the county (e.g. if the GCRC or another community in Genesee receives funding for a project but cannot complete it for some reason, a 'shovel-ready' project can take its place). Doing so will put our project on stand by and also demonstrate to the selection committee the degree of our commitment to having Miller Road funded in the next cycle. We now have a proposal for this work. I recommend proceeding. The design needs to be complete anyway, and doing it sooner may open more doors for funding.

Lastly, the county has put Miller and Elms intersection on a short list for potential roundabout candidates. It is unclear if there will be any additional funds (safety, air quality, or other). However, we are taking the first steps to take this into consideration. This intersection certainly poses some safety and efficiency issues.

✓ **STREET PROJECT UPDATES** *(No Change of Status)*

This is a standing section of the report on the status of streets as it relates to our dedicated levy, 20 year plan, ongoing projects, state funding, and committee work. Information from previous reports can be found in prior city council packets.

Paving is done for the year, and not a moment too soon. Some restoration will occur in the spring, and lighting will require some work on Consumers Energy's end. Otherwise, we are in good shape!

OHM is preparing preliminary engineering for the remainder of Winchester Village and Winchester Woods. This is a very large scope of work. If we were not pursuing the USDA phase II, we would likely engineer a single street, perhaps Greenleaf. However, with the USDA funding prospect, it is possible that we will have a much larger scope of work to complete in the two year performance period.

We will report the status of the USDA grant so that we can better plan for future projects.

✓ **BRIDGE WORK** *(No Change of Status)*

We met with the MDOT representative and the city's bridge engineers (Rowe PSC) to go over our bridge inspection file in mid-September. This was an informal audit, and everything went well. During the process, I learned that there may be 95% match maintenance funds available for the bridge decks. This could be timely for us. With the understanding that cooperation is key to awards, I have asked Rowe to coordinate with the county or other agencies to create a work package. I hope to

have something before the council soon. However, like with the TIP, work would be years out.

✓ **WATER – SEWER ISSUES PENDING** *(See Individual Category)*

✓ **SEWER REHABILITATION PROGRAM** *(No Change of Status)*

A large lining program has been approved. This will finish up with most of downtown and include Miller, from Elms to Morrish. The project is expected to commence in January.

We held off on cleaning and inspections for future lining projects for the time being. When we consider our recent discussions regarding a jetting truck, it might be best to consider these only after we know if we are to do them in-house or with a contractor. Note that we are still looking at costs for in-house vs contracted cleaning. See the “sewer truck” section below for details.

✓ **WATER MAIN REPLACEMENT - USDA** *(No Change of Status)*

The west Miller, Morrish, Bristol Road, and Village segments are complete. The contractor will be starting soon on the final component of USDA phase I, which is the Miller Road segment from Elms to Raubinger.

Note that Morrish Road paving and paint markings are temporary. We have timed this so that repairs commence next year with the Transportation Improvement Program funds.

OHM is working on an application for another round of USDA grant/loans. This will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (South of Miller)

If we are going to do this, we may need to skip a street reconstruction in 2022 so that the USDA process is ready to go. The upside is that 2023 and 2024 could see the total completion of all Village water main and streets. Doing so will also require another street bond (funded with existing revenues). This is something we can probably arrange for ten years like we did with the first segment of road work.

If the USDA application is approved, we will know our obligations towards additional notes or access to grants. We can then formalize a workable financial and construction plan to finish the Village streets and water main. Note that we seek preliminary engineering for the streets at this meeting (not water main at this time).

As presented by the GCDC on April 12, the new county Master Plan includes a northern loop and southern loop option to provide redundancy and stability to the system. This is good news since Gaines and Clayton Township rely on the overstressed Miller line. There will not be any cost participation by the city, but the

timeline is unclear. There are rumors that recovery act funds may be put forth to accelerate a loop.

The city is revisiting an effort to work with the county to abandon the 8" Dye Road water main in the vicinity of the rail line (west side of Dye). This line is prone to breaks, which can be very costly and dangerous near the rail spur. The intention would be to connect our customers to the other side of the street, onto the county 16" line. It appears the transition cost would be about \$25,000. Mr. Harris and I have learned of the needs from the county and are ready to proceed. We may look to add this as USDA work or bring back a separate proposal. Note that the city line will be abandoned, but the city will still retain the customers.

✓ **WATER SYSTEM MASTER PLAN** *(No Change of Status)*

The water reliability study has been submitted to the state. They are reviewing the document and will provide feedback, if needed. Once finalized, we can integrate the findings into the city capital improvement plan.

✓ **COMMERCIAL METERS AND TRANSPONDERS** *(Update)*

Rob believes it is time to start replacing our commercial meters. The age of many of these are starting to raise flags concerning accuracy and reliability. We have definitely had some reliability issues with the larger meters at the schools.

We are just now pricing mechanical and ultra-sonic meters. The idea is to invest big and replace a majority of such meters in one swoop, or we can buy them incrementally and replace them with our staff as time permits. I am initially in favor of the later choice. This will cost about \$500-\$1,000 per meter, of which we expect to have 100-200 to replace. For the time being, there are some high-use meters we are looking to replace using budgeted maintenance dollars.

In related news, the technology is available and affordable to move to a live read system for the entire community. This will enable all accounts in the city to be read at any time from city hall. Meters will also track data in increments of just a few minutes, and self-report abnormalities to the city. Such reports would include backwards flow, leaks, and high usage.

This system would cost under \$100,000 to install and would save substantially on routine reads, final reads, and troubleshooting. It would also save city customers tens of thousands of dollars each year in leaks (this will also reduce property damage). I am in favor of this transition. I think it makes financial sense and is a great customer service. This is something I will ask the council to review in the next year. There is not a rush on the transition.

✓ **HERITAGE VACANT LOTS** *(No Change of Status)*

The last of the lots acquired prior to the special assessment have been sold. The city also has two more lots that were acquired through the tax reversion process. There is interest by the builder to proceed with acquisition and construction. This would finally clear us of the subdivision and put the association in a better position to build membership and dues for their operations.

Though the city cannot retain funds in addition to expenses for these lots, we are still expected to sell them at market value. Listings in Heritage for vacant units are \$10,000-\$12,000, and none of them are moving. I propose a price of \$10,000 for each lot. If there is no objection, I will bring this back to the council for the first step of the sale process.

✓ **NEWSLETTER (Update)**

The winter newsletter should be out any day. We are including utility rates, FOG information, school security, and winter reminders.

✓ **CONSTRUCTION & DEVELOPMENT UPDATE (See Individual Category)**

This will be a standing section of the report that provides a consolidated list for a brief status on public and private construction/developmental projects in the city.

1. **(Update)** The grant agreement for the **DNR Trust fund has been executed by the state! These funds will support construction of the Genesee Valley Trail.** The MDOT grant is conditionally awarded, with conditions being nearly fulfilled. We hoped to combine this with the Safe Routes to School initiative for 2022 construction. As of writing the SRTS project appears to be a 2023 project.
2. The **raceway owner is still considering racing.** The state has more bills in the works. We should know something soon. As a backup plan, the owner will be looking to repurpose the site and cooperate with our master plan process. For now, they have a temporary zoning permit to store surplus vehicles for GM. See details below.
3. Communities First indicates that there IS STILL a purchase option for **Mary Crapo.** However, the school board is seeking to terminate the option based upon a breach of contract. I am comfortable stating that the school's formal position is that they are looking to move on to other options. At this point, the future of the site is unclear. The school will be looking into this. I will certainly stay involved so I can relay information to the council. The concept for senior housing made sense, but that may not be practical right now. While some in the community believe this could be a city park, my knee-jerk reaction is that we cannot afford to take on another asset, either to improve it or maintain it.
4. The **school bond** passed and many improvements have occurred and many are expected throughout the district. Total investment for this effort will exceed \$50 million over two to three years. The improvements so far are very impressive, especially what is occurring at the middle and high schools. The project is likely to result in another access to Cappy Lane for the high school. It also appears that the school will be adding a walking path on their high school campus that should be integrated with other pedestrian features.
5. **Street repair in 2021** is done! The contractor is currently working on a section of water main on Miller Road to replace yet this year, between Raubinger and Elms.
6. The **Apple Creek Station** development of 48 townhomes is on hold due to construction material availability and cost. They continue to seek final review by the county. If there is no change in status by the end of the year, we will remove this from future reports. These units range in size from 1,389 to 1,630 square feet, with garages. Construction will occur on vacant land in the back of the development, by Springbrook Colony. Site engineering plans have just

been submitted by the owner. Rents are expected to be about \$1.00 per square foot (~ \$1,600 a month) which matches rents in Winchester Village.

7. The **Brewer Condo Project** is proceeding with building construction at this phase. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements. Not everyone is a fan, but we believe it will be a positive addition to the downtown in the long run.
8. The next **Springbrook East** phase is under construction. They have pulled many home permits. There is currently an issue with a home that is under construction, with said home being placed outside the building footprint. A hearing on the variance was held on October 20th, and all dimensional variances were approved. We are requiring staking of all building footprint and foundation walls prior to commencement.

✓ **TAP/DNR TRAIL (*Business Item*)**

We have affirmed easements with MDOT, AND we have final grant agreement execution with the DNR. As such, we are off to the races. I hope to be in a position to seek bids in the next month or two, as final reviews of plans and specifications conclude with the MDOT.

On a related note, we need to finalize our reciprocal commitments with Flint Township. Since this trail is partially in Flint Township, there has been a commitment and understanding that the city would construct that portion. The township will be financially responsible for the costs of said construction, however, the city would split the MDOT grant with Flint Township as it is pro-rated. For example, if the grant covers half of the construction costs for the entire project, Flint Township would be reimbursed for half of the expenses that occur within their jurisdiction. This is approximately 15% of the grant amount.

To that end, I have asked our attorney to craft a simple agreement to formalize these terms, prior to project letting. This is attached. However, it has not been vetted completely by the township. I am putting this on the agenda in case they indicate an ability to approve it as drafted. If they have not done so by the time we meet, we should delay any resolution.

✓ **SAFE ROUTES TO SCHOOL (*Update*)**

We are working on the four easements that are required for this project. Three have been signed already (school, Kincaid fair grounds, and Kincaid Apartments. We continue to communicate with the farmers on Bristol Road by Elms Elementary (Jaworsky). We are conducting an appraisal for Jaworsky, as required by MDOT, but this should result in an agreeable purchase for the city council to consider.

Preliminary engineering is underway. This project is likely to be done in 2022, or 2023. There is still a chance that this will be combined with the TAP/DNR project.

This is a substantial grant for another \$650,000+ for trails and walkways in the community! This will enable installation of paths near the middle school, Elms, and Syring for student safety. These connections will also enhance our trail network.

✓ **REDEVELOPMENT READY COMMUNITIES (Update)**

Burrito Bros, 8013 Miller, is applying for the Development District Liquor License. The council has resolved to support. They have been engaging in due diligence on their end, and I have been sending information to the state in preparation, including the city's DDA plan and recent public and private investment. This demonstrates the area and business qualifications.

We also submitted a grant on behalf of this business for the MEDC Match on Main grant. This grant has been awarded and will result in up to \$25,000 for investments in their downtown location (former Daves)! If so, we expect to activate the outdoor dining area! The notice is attached.

The master plan is proceeding, and the city received the funds in September 2021, to assist with this (\$30,000). The MEDC continues to offer much in-kind support to our efforts.

Our community needs to find specific projects to exercise a crowd funding match for a public place enhancement. This is a big deal and can provide up to \$50,000 towards a downtown project!

A link to this program is here: <https://www.miplace.org/programs/public-spaces-community-places/>

✓ **TAX REVERTED PROPERTY USE (No Change of Status)**

We have some interest in the Wade Street property from J.W. Morgan. Since this property is just taking up space and generating mowing bills, we should consider unloading it. This is especially true since it is likely to lose its tax exempt status. An infill bungalow house might be the way to go. The floodplain is complicating matters. We will be looking into this.

There is also the matter of a fire pit that has been left onsite. While the city has been actively caring for this property. It is possible that the house to the north continues to use it for recreation. Like other properties, we have not actively excluded use. However, it might be wise to do so for liability reasons. Since there were no objections at the first August meeting, I have ordered staff to clear the site of the fire pit and other features not belonging to the city. We will get to it when we can.

✓ **8002 MILLER (Update)**

The tenant paid the city \$13,500 by January 5, 2022. However, they are already behind in a partial November and all December & January rent. She is in arrears about \$4,700 as I write this. I spoke to the city attorney about our options under the consent judgement, as accepted by the court at the November 30 hearing. We can probably pursue a default, even with the payment. However, I was not comfortable taking the \$13,500 (clearly paid to stave off eviction), only to evict the same week.

With this payment made, our position continues to improve in terms of what our liability is for this site as it relates to its market value, be it with Laser's or another buyer. As such, we have a bit of breathing room should there be a default, with about \$45,000 collected in rent since the beginning.

Given some information that appears to have been conveyed to our attorney, I wish to have council continue to be abreast of the matter and provide their input. It appears the owner might be engaging in a new arrangement partnership which could change the footing of our arrangement for the better. Chris Stritmatter will be at our meeting to relay what information he has about the tenant and their situation.

✓ **CDBG** *(No Change of Status)*

Applications were submitted for the 2022-2024 cycle which will go towards senior services and new downtown residential neighborhood sidewalks. We signed updated agreements to receive and use this funds on September 2nd. Work will be in 2023 for the downtown sidewalks though.

✓ **GIS MAPS** *(No Change of Status)*

We are looking at activating our GIS by further auditing the data and creating 'widgets' to help us with specific tasks. The widgets would be applications that are made specifically to perform and track tasks, such as hydrant flushing, valve turning, and sewer cleaning. These applications will serve as a depository for GIS information on the asset, its current status, and future management. Depending on the scope of work, we may bring some of the proposals for application creation to the city council.

As of writing, we learned that we may be able to inventory our assets at an even lower price, enabling us to inventory sidewalk, traffic signs, and right-of-way trees. With the ability to tie these assets to our work order system, we may be able to construct and use one of the most advanced GIS/work order systems in the region. This would help us tremendously in our ability to conduct long term maintenance and capital improvement planning.

✓ **DISC GOLF** *(No Change of Status)*

Otterburn Park and the disc golf course is moving into the next phase! Basket 18 (the sledding hill) is looking amazing! The contractor is smoothing out some fairways and adding some topography to the rest of the course. We also have a plan for a circle-drive parking lot, with pavilion.

The disc golf committee has been working hard to place holes for baskets, clear fairways, and raise funds. They have been out there doing some very intense volunteering in October.

✓ **MASTER PLAN UPDATE** *(No Change of Status)*

CIB, in conjunction with Smith Group, are working on the Master Plan/DDA Plan. The planning commission, along with the steering committee and focus group, have made a lot of progress on the design guidelines and downtown subarea plans. There should be a composite draft of the master plan, including vision, goals, and objectives for the January meeting. I do not have anything at this point.

The Planning Commission is the forum for most of the review, with the DDA invited to participate in all PC meetings. All city officials are encouraged to take a very active role

in this process. Formal review and public hearings will be conducted at the PC, DDA, and Council level as required by statute.

Formalization of the plan is likely going to be in early 2022.

✓ **RACEWAY** (*No Change of Status*)

The owner is holding some degree of hope for new legislation to enable racing. However, they continue to proceed with reuse. GM is temporarily storing cars onsite. The owner is also looking to engage in our master plan process. Again, I think they are considering marijuana uses so start pondering that and seeking input from constituents.

The previous report follows.

I have reached out to the state MEDC folks to see what assistance we may get to plan, market, or rehabilitate the site. I am getting positive feedback so far, but we have not concluded anything.

The raceway owner is ready to move on. They are going to test the market for possible buyers and users of the site. We have been communicating with them concerning the city's ability to provide services, specifically traffic to the site. We have also been stressing our desire to place low-impact uses there that compliment (or at least are not detrimental) to the adjacent properties.

This conversation has led us away from high-traffic retail and apartment uses. We are leaning towards consideration of a modern light industrial park. This could provide daily users that complement the downtown and retail of the city, while having a low impact on services and the surrounding areas. Of course, a site this size is likely to have multiple users and might still offer sites for hospitality, hotel, or condo space. We would need to work on a plan together to ascertain how the community should proceed.

I also suspect that the owner will get potential buyers in the marijuana growing or production industries. This is something that the city considered when the five medical marijuana license types were decriminalized in Michigan. All such licenses were prohibited. With the impact of such sites (growing and production only; not retail) being observable in more and more Michigan communities, our community should revisit this as a potential springboard to getting the site functional.

✓ **COVID AID** (*No Change of Status*)

We applied for a mini-grant that was offered through the Genesee County Regional Planning Commission. Notice was sent out last week about CDBG funds that could be used to benefit qualifying areas to conduct business as it relates to COVID. With Holland Square in a qualifying area, we applied for equipment that was found to be deficient when we debriefed the Christmas events. The idea is that if the city is going to move prior indoor events to outside venues, including the Firemen' Association Christmas gathering, components of Camp 911, and related programs, then we need capacity to do so. As such, we applied for about \$15,000 of shelters, tables, waste receptacles, benches, fire pits, and traffic control devices.

The previous report follows:

We updated our list of funding ideas for ARPA funds based upon input received. The U.S. Department of Treasury has extended the reporting deadline for the Project and Expenditures Report from October of this year to April 30, 2022. As noted, I think we can easily fill this list up with COVID related matters and deferred maintenance projects that can be funded through the revenue loss component of ARPA.

MAKE NO MISTAKE, THIS MONEY WILL NOT GO FAR! Our community is ahead of most in terms of basic infrastructure and maintenance. However, planned investments in our existing capital improvement plan and deferred maintenance will chew through this very rapidly. Especially when considering the funding demands that are forthcoming for fire equipment, potential overages in streets/trails, and inflationary costs.

With that said, we still should include every essential or potential expenditure on the list so that the prioritization and options remain on the table in future years. We definitely have some things to do sooner than later, but the funds will be with us for many fiscal years to come.

The previous report follows:

It appears that our community will be receiving about ~\$550,000 in stimulus funds. This allocation is supposed to be a direct federal allocation (via the State of Michigan) under the American Rescue Plan Act of 2021. We are going to be able to apply for the first distribution (50%) in early July. We will do so, with the understanding that we still have time to commit to an eligible expense. These funds will need to be spent in approximately 24 months and are not to be comingled with other operating funds.

Initial recommendations from the National League of Cities include expenditures on essential sanitation infrastructure, such as water and sewer. They also note the importance of economic recovery. This MAY include allocations to improvements related to downtown and recreation. It MAY also include direct allocations to businesses in the form of loans or grants. While the categories have been laid out, it is not obvious what specific expenses are permitted.

Another available option is the recovery of revenues below the ~4% bench mark set by the feds. What this boils down to is that we can place said funds into our general fund to the extent that revenues are not meeting national benchmarks. We continue to educate ourselves and make inquiries.

✓ **PAVILION COMMITMENT** (*No Change of Status*)

The city council has committed to installing a pavilion at Otterburn Park, including a commitment of \$20,000. I have reached out to four area builders about the creation of a concept and pricing thereof. One was initially helpful, but they have been non-communicative lately. I have gotten an initial response from a couple others, but there has been no follow up. Most recently, J.W. Morgan has agreed to sit down with the family and myself.

It appears there is basic agreement on an initial concept, which is to be a 30x40 slab with a pole barn style pavilion. No restrooms, power, or other features are included at this time. The contractor is going to scope a pavilion that resembles one that they constructed at Elms Elementary.

With current pricing, we will use this as a starting point to finalize a concept with the park board. Once complete, fundraising can begin. At this point, the family feels some pressure on the matter, especially during the holiday season, and they would like to ease up on the pace a bit. This is perfectly acceptable to us. It simply means that 2022 may be more of a fundraising year than an early construction year. Given our status at Otterburn, this works out well.

The park board is still taking the lead on this, with close input by Jentery's family. I will keep the council informed.

✓ **WATER OPERATIONS SERVICES** *(No Change of Status)*

We are in a position to proceed with an agreement with the GCDC-WWS to supply operational services to the city regarding the water distribution system. This has enabled us to have a broader array of options in selecting the next DPW Director. However, there is no rush to act quickly. We have the ability to take our time further study and consider options. One of the first items of business as we onboard a new director is to consider this option. I will keep the council informed.

✓ **SECURITY CAMERAS** *(Update)*

We are getting a second proposal on cameras, including system design advice (locations, coverage, etc.). This will help us plan. At this point, it appears that connectivity is best achieved through the wired system (Xfinity) instead of 4G.

We are looking at pricing to run conduit in the park. This will have the benefit of providing power (potentially) to additional pavilions. It is also essential if we are to power cameras and provide a feed to the recording device. Once complete, we can better plan for a security system.

✓ **SEWER TRUCK** *(Update)*

We have some initial cost-benefit analysis done. However, we are not sold on a recommendation yet. Given the staffing needs to effectively administer this program, we do not feel like we are in a great position at the current time. I see this being delayed. The previous report follows:

We have looked at five years' worth of contracted jetting services (non-routine). These average \$3,325 a year. Based upon the proposed cleaning/jetting price for routine services, we are pricing \$76,507 a year (25,502 lineal feet at year at \$3.25/ft.). Lastly, we are estimating a conservative \$40,000 for storm sewer cleaning (lineal feet and catch basin count is yet unknown). In total, this equates to \$119,832 per year.

We estimate our equipment purchase price to be ~\$45,000 per year (accounting for purchase and resale). This leaves \$74,832 for labor, fuel, disposal fees, and miscellaneous expenses. Assuming an \$80/hour equipment operation and labor charge

for a single operator, we have about 935 labor hours included in that cost (about half a full time employee or a crew of two for four months).

These are very conceptual numbers, but they put us in a reasonable place in my opinion. None of these calculations include the potential for contracted use in other communities, use of the hydro excavator, or training.

Again, there is no recommendation from staff at this point, but we are very interested to hear what council members think of the concept as it is shaping up. The previous report follows:

In an effort to ensure great sewer reliability and long term asset management, Mr. Bincsik has been weighing the benefit of purchasing a sewer jetting truck. Having such a piece of equipment will eliminate our need to rely on third party contractors during after-hour sewer backups, a tenuous proposition these days.

The purchase will also enable us to conduct our own main line jetting program. This is something we absolutely cannot do at this time without large scale contracted services. Even then, we are lucky to clear each main line every 10 years. With our own piece of equipment, we would look to clear each main line every 3-5 years, with problem areas addressed every year or so (Miller and Elms).

The cost is substantial (~\$450,000), but it will reduce our need to contract with private sewer cleaning companies. Most importantly, it will enable our own crews to respond to emergencies involving the sanitary and storm sewer system. We will certainly see a reduction in contracted jetting services, but I expect no overall savings when weighed against the purchase. However, we still recommend looking at this option, since the goal is to enhance our services. The sewer fund IS in a position to cover the purchase and operating costs.

Another benefit is that this will bring high-level work back 'in-house'. This will enable us to supply more labor hours to the DPW in general, thereby offsetting the cost of an additional labor position. This is something we have been working towards for some time to have a larger scale of operations throughout the year.

At any rate, we are only including this narrative, an email price quote, and some images at this time. If there is an appetite to move in this direction, we can indicate our interest and bring back a formal proposal or set of proposals for such equipment. Mr. Bincsik may be at our meeting to indicate his preference for this make and model.

✓ **METRO POLICE INTERLOCAL (Update)**

The council approved all proposed interlocal agreement amendments. Mundy reviewed these on December 13th. As usual, they wanted to change a word or move a comma. As such, we will have a revision to vote on when available. Nothing appears to be a change to the agreement content. Thanks Chad.....

✓ **OTHER COMMUNICATIONS & HAPPENINGS (See Individual Category)**

✓ **MONTHLY REPORTS (Update)**

We have routine departmental reports for review.

✓ **BOARDS & COMMISSIONS** *(See Individual Category)*

✓ **PLANNING COMMISSION** *(No Change of Status)*

The Planning Commission met on November 2, 2021. They held a public hearing and further deliberated on a new pond ordinance that will provide a basis for review of ponds as an accessory use.

The master plan draft is still in progress. As such, there was not a review at this meeting. Attendance has been an issue this fall for members of the commission. We only had five of nine for the October meeting. The next meeting is scheduled for January 4th, but I expect this will be rescheduled due to timing with the holidays and related travel of involved parties.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(No Change of Status)*

The DDA activity is mostly limited to the master plan, which is no small matter. The master plan is focusing on downtown sub-area plans and design guidelines. While the DDA has not met since August, they are requested to attend to plan drafts and to participate in planning commission meetings. Their next meeting is scheduled for January 13, 2022.

✓ **ZONING BOARD OF APPEALS** *(No Change of Status)*

The ZBA met on October 20 to hear a variance related to the construction of a new condominium outside of the building envelope in Springbrook East. There was a fair amount of public attendance. The variance was approved without conditions. There was no business in November. Their next meeting is scheduled for January 19, 2022.

✓ **PARKS AND RECREATION COMMISSION** *(Update)*

The Park Board met on January 5th. Updates on trails, disc golf, and the pavilion were discussed (see notes above). Gates were due to be installed before Christmas, but they have not been put in yet. The port-a-johns are removed, except for the one by the Elms sledding hill.

The outlook for 2022 is to update the city park plan. There were some ideas already delivered concerning Abrams. As such, we will look to engage Rowe or another contractor to update or write a plan that will guide future policy and spending for our park assets.

Officers were selected for this calendar year, with Mr. Barclay being the Chair, Mrs. Fountain as the Vice Chair, and Mrs. Olger as the Secretary.

In addition, the board recommended approval of the ARPA project for Otterburn Park.

Their next meeting is February 1st at the city office.

✓ **BOARD OF REVIEW** *(Update)*

The Board of Review met on December 14th at 3pm. This session was to hear qualified errors, principal residence exemptions, poverty exemptions and veteran exemptions.

✓ **CLERK'S OFFICE/ELECTION UPDATE (Update)**

I have prepared the council member petition packets and have these available. These packets are for Precincts 1-4 and one at Large position. We will be having at least 2 elections this year, August & November. I am always in need of elections workers, if you know anyone that is interested in working please have them contact me.

✓ **DEPARTMENT OF COMMUNITY SERVICES UPDATE (Update)**

Happy New Year to Council and the Community!

Water main installation on Miller Rd. continues to move toward completion. The new water main has passed pressure testing, disinfection and the contractor has completed all main line tie ins with the exception of the west end of the project near Raubinger Rd. Once the remaining services are completed the final tie in will be completed and the project from a piping/water standpoint will be completed. It's expected the water/piping work will be completed next Friday 1/14/2022 with final restoration being completed in the spring. DPS apologizes for any inconveniences caused by water outages, dirty water and traffic issues related to the project. It is normal for infrastructure projects to cause short term inconvenience during the construction period. Once completed the new water main will be a significant improvement to the water system and is expected to provide decades of reliable service to the community.

To date this winter, we have had 8 snow events that have caused salting and/or plowing. The crews are doing a great job keeping up with demands caused by the winter weather and keeping the roads safe for the community.

Administration is working on developing and sending out bids to get many projects underway in the coming months.

✓ **TREASURER UPDATE (Update)**

January 2022 water/sewer bills have been mailed and received by residents. Collection of taxes and water/sewer bills are in full swing. We are on the waiting list with BS&A to get the Uniform Chart of Accounts updates implemented in our General Ledger. Financial aspects of the fleet management plan are being reviewed with the City Manager and DPS Director on an ongoing basis. Routine operations include, but not limited to, processing property tax payments, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, building department permits and rental inspection collections, processing payroll, receipt of tax and utility billing payments, accounting for grants and projects and other financial matters impacting the city.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **CITY COUNCIL APPOINTMENT (Business Item)**

With the relocation of Mrs. Fountain to Mundy Township, effective December 18, 2021, we are left with an open at-large seat on the council.

The City Charter (Section 4.7) indicates that the council is to appoint a qualified elector within 30 days. Note that this appointment will not extend through the remainder of Mrs. Fountain's four-year term. Due to charter requirements, an election for this seat will be held in the November 2022 election.

Charter 4.7

If a vacancy occurs in any elective city office, the Council shall, within thirty days after such vacancy occurs, appoint a person who possesses the qualifications required of holders of said office. Each such appointee to an elective office shall hold office under such appointment until the Monday following the next regular city election.

I am sure the council is aware of Mr. Cramer's willingness to fill this seat. As of writing, no other community members have presented themselves, nor has there been public outreach. If necessary, we can hold a special meeting to seek and review more qualifying candidates.

A resolution is included to appoint a new member, but the name will need to be filled in upon reading.

✓ **APPOINTMENT** (*Business Item*)

Mr. Krueger's appointment to the Metro Police Board expires at the end of January 2022. There is a resolution included to extend his position on the Metro Police Authority Board.

✓ **WATER TOWER INSPECTION** (*Business Item*)

The city water tower is physically disconnected from the system. The tower lost practical value when the county brought the Beecher Road water tower online. With the low water elevation of the new tower at or above the high-water elevation of the city tower, the water was not circulating properly. This is not an acceptable situation for maintaining the water quality. Since that time, the tower has functioned only to house various telecommunications.

With that being said, the tower is not likely to be put back into service. However, it must be maintained at a level that it is safe and COULD be put back into service. The city last inspected the water tower in 2014. Subsequent to this inspection, there was work done to repaint the tower, address some non-structural issues, and replaced the lights. Inspections on active towers are advisable every five years or so. This tower, while not active, should still be inspected regularly.

I have sought out a proposal from Dixon Engineering to take a look. They are the top name in water tower inspections and are familiar with our asset. They have provided a proposal to conduct a full inspection and report for \$3,600. I believe this is reasonable, and I do not see substantial needs resulting from the inspection at this time. I recommend we proceed.

✓ **ARPA CALL FOR PROJECTS** (*Business Item*)

The county board of commissioners, through the metropolitan planning commission, issued a call for projects in mid-December. The projects are due on January 14th. As was assuredly known to all parties, this does not give any respondents much time to contrive, review, document, and submit projects. This is especially true given the end-of-year meeting calendars of most municipalities. There are also no clear guidelines or scoring criteria, other than the desire to see cooperative projects.

With that said, staff has been working on one primary project submission. We have put this together with the input of the director of the regional planning commission. The idea is to secure funding to realize and improve the capacity of Otterburn Park. This investment is conceptualized, but it is not yet funded. It is also an asset that would serve a regional population, since our community is one of the few in the area that provide active recreational amenities. The investments are COVID compliant, being outdoor recreation. Lastly, the investments are part of regional collaboration, inasmuch as we share park board members, provided shared maintenance, and cooperative plan investments with Mundy Township.

As such, I have detailed the concept on their two-page application. I submit this to the city council for review and consideration. I am hopeful that the council will approve submission of this or a modified version of this. We can also submit other projects that we feel are COVID compliant, economic drivers, and regional collaborators.

✓ **AMBULANCE SERVICE** (*Business Item*)

It appears that Genesee County 911 is going to be recognizing dedicated municipal ambulance service. It also appears that such agreements can now be entered into and acted upon in the near future during dispatch. This concept is a continuation of our earlier reports and discussions about ambulance service in the county. The idea is that all ambulances congregate in specific areas in order to get directed to areas of high-call volume, leaving much of the county with long response times.

With dedicated service agreements, ambulance providers feel they can disperse their fleet more liberally and still maintain call volumes. Mr. Plumb (the Swartz Creek fire chief and Deputy Director of 911) believes this system will work. He encourages the city to consider this as an option. To that end, I have reached out to Medstar, located in Mundy Township off Hill Road. Mundy and Gaines appear to be looking for dedicated service from this provider as well. Once I get something from them, we can look to proceed.

For now, I expect Mr. Kolby Miller to join us at our meeting and explain the situation and their proposed agreement. We can deliberate the matter, and council can decide how they wish to proceed.

✓ **FIRE DEPARTMENT AMBULANCE RUNS** (*Business Item*)

Chief Plumb will be attending to provide an update on the medical runs that the Swartz Creek Area Fire Department has been performing. He is seeking to report on the service and request affirmation to continue the service for calendar year 2022. I am including a resolution to do so. Council members can and should refer to the fire board packet, sent out on January 6th via email. An excerpt from the report follows:

FD EMS Response/Lift Assists: (Update)

For the month of September, we responded to 15 EMS calls, for the month of October, we responded to 16 EMS calls, for November, we responded to 18 EMS calls and for December we responded to 17 EMS calls, where we experienced response times from the ambulance and county medic unit up to 31 minutes. Approximate cost in September to the city was \$245 and \$98 to the township, in October to the city was \$152 and \$193 to the township, in November to the city was \$148 and \$277 to the township and in December to the city was \$200 and \$230 to the township. Overall, the cost of running 33/33 =66 medical calls in the communities in 2021 only cost \$745/798=\$1543 (Some EMS calls were actual Fire Calls where medical # was given). We continue to see an increase in response times from the ambulance companies as well as extended wait times at the hospital. On December 30th for example, there were 15 lower priority EMS calls being held because of the lack of ambulances. Various hospitals have shown 40 hour wait times in the Emergency Room and on several occasions, hospitals have closed to receiving ambulances due to capacity (This is referred to as an EMS Diversion) and one 1 occasion last month, all 3 hospitals went into diversion, which by protocol, causes them all to have to open back up.

I will be presenting this information to the municipalities before our fireboard meeting. It is my recommendation we continue to provide this service and re-review it in December of 2022. I will also provide an addition to the agenda reference Lift Assists, based on the decision of the municipalities. If we continue our EMS program, then I will move it over to their response group with an updated policy.

This matter has ties to the regional ambulance service as well. This fact, in conjunction with Mr. Plumb's hiring as the assistant director of the Genesee County 911, certainly puts him in a good position to provide us with information on these matters. As it relates to the medical run service by the SCAFD, I see a reasonable benefit for the cost and recommend we continue at least another year. I am grateful we have a chief and department that continues to look for solutions to known problems and ways to improve our community.

✓ **8013 MILLER ROAD LIQUOR LICENSE (*Business Item*)**

LARA has interpreted one of the resolution recitals as a conditional approval. I explained that the recitals are the basis for the resolution, not the action. The liaison understood, but said we should remove the 'conditional' recital. I have drafted the resolution again without the following:

WHEREAS, the City of Swartz Creek maintains rights to review and approve or deny use of the site prior to final review and inspection by the State of Michigan; and

This will make them feel better. They do not wish to have the city reverse position on the matter up to the final inspection. The modified resolution is included. My understanding is that the owner should be submitting an application any day, if they have not already.

Council Questions, Inquiries, Requests, Comments, and Notes

IT Right 2022 Services: Our staff met with our IT provider. We have been shown what security services are employed to project and/or restore systems. We believe we are in good hands. However, we will be working closely with them in 2022 to assess our system and relationship for vulnerabilities and creating a work list for improvements and corrections.

Deanna's Mother: Deanna's mother has passed this week. This has been a tough road for her family. We are doing a collection at the office and offer our condolences.

Insurance Losses: We learned from Meadowbrook, that the target insurance loss ratio for Michigan cities is 60% (this is the % of premium paid in losses on claims over a 4-year period). Ours sits at 0.51%. The lower the better. So far, so good...knock on wood....

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, January 10, 2022, 7:00 P.M.**

Motion No. 220110-4A **MINUTES – DECEMBER 13, 2021**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, December 13, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220110-5A **AGENDA APPROVAL**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of January 10, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220110-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of January 10, 2022, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220110-8A **WATER TOWER INSPECTION PROPOSAL**

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek owns, operates, and maintains a water distribution system, including a 300,000 gallon Toro Ellipse Elevated Water Tower, and

WHEREAS, the water tower, though structurally sound, is physically disconnected from the water distribution system, and

Three year term, expiring January 31, 2025

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220110-8C RESOLUTION TO APPROVE SUBMITTAL OF ARPA PROJECTS TO GENESEE COUNTY

Motion by Councilmember: _____

WHEREAS, the County of Genesee has received ARPA dollars, which can be used on eligible projects within the county, including projects by county municipalities; and

WHEREAS, the Genesee County Board of Commissioners, through the Genesee County Metropolitan Planning Commission, has issued a call for projects to local municipalities within Genesee County, with said submissions due by January 14, 2022; and

WHEREAS, projects are to be COVID eligible and collaborative in nature, with higher priority given to projects with local match and economic impact; and

WHEREAS, the City of Swartz Creek, working closely with Mundy Township on recreational investments, is seeking to activate a regional activity in Otterburn Park, said activity being an 18 basket disc golf course, sledding hill, and gathering space; and

WHEREAS, the project is of the appropriate scale, scope, and other criteria to be eligible and competitive.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek hereby approves submission of the Otterburn Disc Golf Course project to the GCMPC for ARPA funds and authorizes and directs the Mayor to sign said project application on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220110-8D RESOLUTION TO FILL CITY COUNCIL VACANCY

Motion by Councilmember: _____

WHEREAS City Council Member Fountain relocated from the city and vacated her at-large city council seat, effective on December 18, 2021, and;

WHEREAS, the City Charter, Section 4.7, requires the seat be filled within thirty days with a qualifying elector, and;

WHEREAS, _____, a qualifying resident of the city, has volunteered to serve in the capacity as an at-large Swartz Creek City Council Member, and;

WHEREAS, _____ has been found to satisfy the criteria to hold office as a City Council Member,

NOW, BE IT RESOLVED that the Swartz Creek City Council hereby appoints _____ to the vacant at-large City Council seat of Mrs. Fountain, as outlined in the city charter.

BE IT FURTHER RESOLVED that City Clerk is directed to administer the oath of office to _____ and execute other related administrative functions necessary to formalize his/her status as a City Council Member prior to the regular meeting of January 24, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220110-8E RESOLUTION TO RECOMMEND APPROVAL OF A LIQUOR LICENSE FOR 8013 MILLER ROAD

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek has assigned all geography allocated unclaimed Class C Liquor Licenses as relegated by the State of Michigan Liquor Control Commission; and

WHEREAS, the City of Swartz Creek established a Downtown Authority District under Public Act 197 of 1975, as amended; and

WHEREAS, businesses in the DDA are eligible for a new Development District on-premise liquor license under MCL 436.1521a(1)(b), if the development district, city, and applicant meet certain qualifications, those qualifications include but are not limited to: the investment of over \$200,000 with the development district in the preceding five years; the ability of the establishment to seat at least 25 persons; the business must be related to dining, entertainment, or recreation; the business must invest at least \$75,000 in the establishment ; and

WHEREAS, the owner of 8013 Miller Road (a former restaurant), AVH Lockhart, LLC., is applying for such a license to be used onsite with the intention of operating a restaurant/tavern at the site; and

WHEREAS, the City of Swartz Creek and the Swartz Creek Downtown Development Authority allow and encourage such uses within the Central Business District; and

WHEREAS, the City of Swartz Creek finds that the applicant appears to satisfy the local and statutory requirements necessary to operate a tavern at 8013 Miller Road.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek recommends that the application by the AVH Lockhart, LLC for a new on-premises Class C Liquor License for 8013 Miller Road, Swartz Creek, Michigan, as applied for under MCL 436.1521a(1)(b), be considered for approval by the Michigan Liquor Control Commission.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220110-8G

A RESOLUTION TO APPROVE AN AGREEMENT TO CONSTRUCT AND SHARE COSTS FOR THE GENESSEE VALLEY TRAIL EXTENSION IN SWARTZ CREEK AND FLINT TOWNSHIP

Motion by Councilmember: _____

WHEREAS, The City of Swartz Creek, through its Parks and Recreation Committee, recognizes a strong need to expand its trailway system; and

WHEREAS, the City, in partnership with Genesee County Metropolitan Planning Commission and Flint Township, has planned and designed an extension of the Genesee Valley Trail in Flint Township and Swartz Creek; and

WHEREAS, the City was awarded a Transportation Alternates Program Grant from the Michigan Department of Transportation to cover some costs of the investment; and

WHEREAS, the city shall construct the entire extension, with the understanding that about 85% of the project is in the City and 15% is in the Township; and

WHEREAS, the City and Township agree to be responsible for their respective costs and agree to share in the MDOT TAP grant in amounts that are proportionate to the grant amount divided by the total project amount, multiplied by their respective costs.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby approves the agreement with the Township of Flint to be able to construct a path, assign costs, and reimburse a pro-rated share of grant funds, as included in the city council packet of January 10, 2022, and further authorizes and directs the Mayor to execute said agreement.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220110-8I

RESOLUTION TO APPROVE MEDICAL RUNS AS A SERVICE OF THE SWARTZ CREEK AREA FIRE DEPARTMENT

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek operate a joint fire department as established by an interlocal agreement and overseen by the Swartz Creek Area Fire Board; and,

WHEREAS, the interlocal agreement outlines specific services and a specific process for budgetary review and approval by the municipalities; and,

WHEREAS, the SCAFD commenced medical runs as a new service, with the understanding that Clayton Township and Swartz Creek City would review the service and its budget demand after a temporary period of data collection; and,

WHEREAS, the Swartz Creek City Council finds that the medical run service is affordable and valuable as presented by the SCAFD Chief.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek affirms support for the SCAFD medical run program and commits to funding the program for the 2022 calendar year.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220110-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of January 10, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 12/13/2021**

The meeting was called to order at 6:00 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Fountain, Florence, Gilbert, Hicks, Krueger, Pinkston, Henry.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Connie Olger.

Others Present: Lania Rocha, Dennis Cramer.

Others Virtually Attended: None.

APPROVAL OF MINUTES

Resolution No. 211213-01 (Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday December 6, 2021, to be circulated and placed on file.

YES Florence, Gilbert, Hicks, Krueger, Pinkston, Henry, Fountain.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 211213-02 (Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of December 13, 2021, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Henry, Fountain, Florence.

NO: None. Motion Declared Carried.

CITY MANAGER’S REPORT

Resolution No. 211213-03

(Carried)

Motion by Councilmember Fountain
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager’s Report of December 13, 2021, including reports and communications to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Pinkston, Henry, Fountain, Florence, Gilbert.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

COUNCIL BUSINESS:

RESOLUTION TO AMEND AND RESTATE CITY-WIDE RATES, FEES, AND CHARGES

Resolution No. 211213-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Henry

WHEREAS, the City sets rates and collects fees, fees for permits, charges for services, cost recovery’s and cost recovery for consulting services (rates, fees, & charges), and;

WHEREAS, such rates, fees, & charges are a necessary and essential part of the funding for the services that the City provides, and:

WHEREAS, the City’s Code of Ordinances defines and provides for certain rates, fees, & charges, and;

WHEREAS, other such rates, fees, & charges are provided for by resolution of the City Council, statutory provision, past practice, policy and other such actions, and

WHEREAS, the City has amended the City’s Code of Ordinances to provide for various rates, fees, & charges to be set by resolution of the City Council, and;

WHEREAS, the City has need to implement additional rates, fees, & charges to be set by resolution of the City Council, and;

WHEREAS, the City desires to have all such rates, fees, & charges organized into a single resolution that can be visited periodically and adjusted accordingly.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek hereby sets its rates, fees, & charges in accordance with the following schedule, effective immediately or as soon as practical thereafter, table as follows:

CITY OF SWARTZ CREEK RATES, FEES PERMITS & CHARGES FOR SERVICES

1. Chapter 1: Municipal Ordinance Violations Bureau (Parking Fines)

The following parking violations shall be punishable by the fines indicated:

| <u>Offense</u> | <u>Fine</u> |
|-------------------------------|-------------|
| (a) Parking too far from curb | \$ 40.00 |
| (b) Angle parking violations | \$ 40.00 |
| (c) Obstructing traffic | \$ 40.00 |

Prohibited parking (signs un-necessary)

| | |
|---|----------|
| (d) On sidewalk | \$ 40.00 |
| (e) In front of drive | \$ 40.00 |
| (f) Within intersection | \$ 40.00 |
| (g) Within 15 feet of hydrant | \$ 40.00 |
| (h) On crosswalk | \$ 40.00 |
| (i) Within 20 feet of crosswalk or 15 feet of corner lot lines | \$ 40.00 |
| (j) Within 30 feet of street side traffic sign or signal | \$ 40.00 |
| (k) Within 50 feet of railroad crossing | \$ 40.00 |
| (l) Within 20 feet of fire station entrance | \$ 40.00 |
| (m) Within 75 feet of fire station entrance on opposite side of street (signs required) | \$ 40.00 |
| (n) Beside street excavation when traffic obstructed | \$ 40.00 |
| (o) Double parking | \$ 40.00 |
| (p) On bridge of viaduct or within tunnel | \$ 40.00 |
| (q) Within 200 feet of accident where police in attendance | \$ 40.00 |
| (r) In front of theater | \$ 40.00 |
| (s) Blocking emergency exit | \$ 40.00 |
| (t) Blocking fire escape or fire lane | \$ 50.00 |
| (u) In a handicapped space | \$100.00 |
| (v) In prohibited zone (signs required) | \$ 40.00 |
| (w) In alley (signs required) | \$ 40.00 |

Parking for prohibited purpose

| | |
|----------------------------------|----------|
| (x) Displaying vehicle for sale | \$ 40.00 |
| (y) Working or repairing vehicle | \$ 40.00 |
| (z) Displaying advertising | \$ 40.00 |
| (aa) Selling merchandise | \$ 40.00 |
| (bb) Storage over 48 hours | \$ 40.00 |

| | |
|---|----------|
| (cc) Wrong side boulevard roadway | \$ 40.00 |
| (dd) Loading zone violation | \$ 40.00 |
| (ee) Bus, parking other than bus stop | \$ 40.00 |
| (ff) Taxicab, parking other than cab stand | \$ 40.00 |
| (gg) Bus, taxicab stand violations | \$ 40.00 |
| (hh) Failure to set brakes | \$ 40.00 |
| (ii) Parked on grade wheels not turned to curb | \$ 40.00 |
| (jj) Parked on lawn extension within right of way | \$ 40.00 |
| (kk) Parked on front lawn | \$ 40.00 |

All \$40.00 violations not paid within 20 days will be assessed a \$20.00 late fee.

2. Chapter 2: Liability for Expense of an Emergency Operation (Hazardous Materials Cleanup Cost Recovery)

Cost shall be actual expenses inclusive of all Police & Fire Department wages, equipment and motor-pool and / or any sub-contracted actual expenses associated with hazardous materials clean-up.

3. Chapter 2: Liability for Expense of an Emergency Response (Alcohol Related Arrests, Accidents)

A. A cost of \$150 shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. The cost recovery shall be collected as a part of the fines and costs set by the 67th District Court.

B. Actual costs shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. in which a motor vehicle accident occurred. The cost recovery shall be collected as a part of the fines and costs set by the 67th District Court. In the event the court declines collection, they shall be billed direct to the defendant.

C. For the purpose of determining costs for extensive investigation and cleanup recovery for emergency response for alcohol related arrests and accidents, the following table shall be used:

Fire

| | |
|---------------|---------------|
| Pumper | \$250.00/hour |
| Tanker | \$350.00/hour |
| Squad/Utility | \$150.00/hour |
| Grass | \$200.00/hour |
| Command | \$150.00/hour |
| Officers | \$18.00/hour |
| Firefighters | \$15.00/hour |

Police

| | |
|----------|--------------|
| Officers | \$47.30/hour |
|----------|--------------|

Officer Overtime
 \$60.85/hour
 Police Car
 \$15.00/hour

4. Chapter 5: Cemetery Lots - Purchase

The cost for purchase of cemetery lots will be \$100.00 per lot.

5. Chapter 5: Cemetery, Charges for Grave Openings, etc.

Grave openings shall be actual costs, either as sub-contracted or performed by City Employees, plus a 15% administrative fee.

6. Chapter 11: Park Reservation Fees

Elms Park

| | |
|-------------|-----------|
| Pavilion #1 | \$ 70.00 |
| Pavilion #2 | \$ 120.00 |
| Pavilion #3 | \$ 70.00 |
| Pavilion #4 | \$ 120.00 |

Winshall Park

| | |
|-------------|----------|
| Pavilion #1 | \$ 70.00 |
| Pavilion #2 | \$ 70.00 |
| Pavilion #3 | \$ 70.00 |
| Deposit | \$100.00 |

7. Chapter 12: Peddlers and Solicitors License and Background Check

\$50.00

8. Chapter 15: Permit, Sidewalk Installation

\$25.00

9. Chapter 15: Permit for Excavation, Right of Way or Other City Property

\$100.00

10. Chapter 19: Water System Use, Rates and Charges

(A) Charges for water supply services to premises within the city connected with the water supply system shall be as follows:

Rates for Quarterly Billings

Readiness to serve charge

| | |
|----------------|------------|
| 5/8", 3/4", 1" | \$57.45 |
| 1.5" | \$229.66 |
| 2" | \$367.47 |
| 3" | \$689.00 |
| 4" | \$1,148.34 |
| 6" | \$2,296.67 |

Commodity charge (per 100 cubic feet of water): \$7.42

Additional meters, connected for the exclusive purpose of registering water consumed and NOT returned to the sewer system shall be charged the commodity charge only (example: lawn sprinkler system).

(B) Any water customer may have water services temporarily shut off for any time period during which the premises, for which the water service is provided, will be unoccupied. The request for such shut off shall be made in writing on forms to be provided by the city. The written request shall specify the reason for the shut off and the date on which the water service shall be shut off.

(C) There shall be a Twenty Dollar (\$20.00) charge for shutting off the water service pursuant to such request and a Twenty Dollar (\$20.00) charge for turning the water service back on, if the shut off or turn on is performed during normal business hours. If this shut off or turn on is performed outside of normal business hours, the charge shall be One-Hundred Dollars (\$100.00). Such charges shall also apply if water is shut off or turned back on pursuant to account delinquency. The City Manager may waive shut off and turn on fees for reasonable cause.

(D) Water customers shall continue to be billed for a readiness to service charge while connected to the system.

(E) Bulk water sales shall be in accordance with the following fee schedule:

Bulk Water Purchases

1 cubic ft. = 7.4805
Gallons

| Gallons | Cubic ft. | Cost |
|---------|-----------|----------|
| 3,740 | 499.96658 | \$104.00 |
| 5,000 | 668.40452 | \$116.00 |
| 10,000 | 1336.809 | \$160.00 |
| 15,000 | 2005.2136 | \$204.00 |
| 20,000 | 2673.6181 | \$247.00 |

11. Chapter 19: Water & Sewer Tap Fees

(A) There shall be paid, with respect to all premises connecting to the water and sanitary sewer system of the city, a tap-in fee pursuant to the following schedules:

- (1) Single-family residence--\$1,500 each for water & sanitary sewer
- (2) Multiple-family residence--\$1,500 per unit each for water and sanitary sewer

(B) All other uses connecting to the water and/or sanitary sewer system of the city shall be required to pay tap-in fees at the rate of one-thousand, five hundred dollars (\$1,500) per unit factor, pursuant to the unit factor table provided for by the Genesee County Division of Water and Waste. In no case shall tap-in fees be less than one-thousand, five hundred dollars (\$1,500).

(C) Furthermore, for any structure used generally for more than one (1) purpose, connection fees shall be determined by applying the appropriate unit factors as set by the Genesee County Division of Water and Waste, to the various uses on any level, grade or sub-grade plane of the structure, provided that it is intended that the fees so derived shall be cumulative. Tap fees shall also apply for any additional units that may be calculated and applied by the County WWS pursuant to change in use or otherwise.

12. Chapter 19: Sanitary Sewer Rates

Rates for Quarterly Billings

| | |
|--|----------|
| Readiness to serve charge (per Residential Equivalent Unit): | \$53.53 |
| Readiness to serve charge (non-metered accounts): | \$130.43 |
| Commodity charge (per 100 cubic feet of water consumed): | \$2.52 |

A readiness to serve charge equal to the number of calculated sewer units shall be charged to all customers connected to the city's sewer system to offset fixed costs of system operation. In addition, a commodity charge shall be applied to the sewer bill in an amount equal to the above rate multiplied by the number of ccf that the accompanying water account registers. If the sewer connection is not accompanied by a water meter to register water usage, the charge shall be considered non-metered and no commodity charge shall be applied.

For the purposes of determining sanitary sewer rates, per unit sewage disposal calculations resulting in a fraction of a whole number shall be rounded up to the next highest whole number.

13. Chapter 20: Weed Cutting Fees
\$300 per cut

14. Building & Trade Inspection Fees

A. Building Permit Fees:

\$75.00 for first \$1,000 value \$5.00 per \$1,000 thereafter and \$50.00 for a one-time Inspection fee.

The first \$75.00 of the application fee is non-refundable. The total cost of Improvement is based on the Bureau of Construction Codes Square Foot Construction Cost Table with the following exceptions:

| | | |
|----------------------------|----------------|-----------------------|
| Single Family Home | 1 story..... | \$105.00 per sq. foot |
| | 1.5 story..... | \$91.00 per sq. foot |
| | 2.0 story..... | \$85.00 per sq. foot |
| Detached garage..... | | \$25.00 per sq. foot |
| Pole Barn..... | | \$16.50 per sq. foot |
| Open deck or porch..... | | \$14.00 per sq. foot |
| Covered deck or porch..... | | \$28.00 per sq. foot |

Pre-manufactured unit fees are based upon 50% of the normal on-site construction fee.

Residential Roofing..... \$100.00 fee per project

Siding permits are based upon the project cost.

Commercial roofing is to be based upon the project cost.

| | |
|---|---|
| Up to \$1,000 (includes one (1) inspection only)..... | \$75.00 |
| \$1,000.00 to \$10,000.00..... | \$75.00 plus \$10.00 per \$1,000.00 over \$1,000.00 |
| \$10,000.00 to \$100,000.00..... | \$165.00 plus \$3.00 per \$1,000.00 over \$10,000.00 |
| \$100,001.00 to \$500,000.00..... | \$435.00 plus \$2.00 per \$1,000.00 over \$100,000.00 |
| \$500,000 plus..... | \$1,235.00 plus \$3.00 per \$1,000.00 over \$500,000.00 |

All work not involving a sq. foot computation:

| | |
|---|------|
| Plan review and administration base fee | \$75 |
| (plus \$50.00 for each inspection) | |
| Additional inspections | \$75 |

| | |
|--|----------|
| Certificate of Occupancy | \$50 |
| Work Commencing Before Permit Issuance | \$75 |
| B. Electrical Inspection Fees | |
| Application Fee (non-refundable) | \$65 |
| Work Commencing Before Permit Issuance | \$75 |
| <u>New Residential Electrical System</u> | |
| Up to 1,500.00 sq. foot | \$80.00 |
| 1,501 to 3,500 sq. foot | \$130.00 |
| Over 3,500 sq. foot | \$180.00 |
| <u>Service</u> | |
| Through 200 Amp. | \$10 |
| Over 200 Amp. thru 600 Amp. | \$15 |
| Over 600 Amp. thru 800 Amp. | \$20 |
| Over 800 Amp. thru 1200 Amp. | \$50 |
| Over 1200 Amp. (GFI only) | \$75 |
| Circuits | \$5 |
| Lighting Fixtures-per 25 | \$5 |
| Dishwasher | \$5 |
| Furnace-Unit Heater | \$5 |
| Electrical-Heating Units (baseboard) | \$4 |
| Power Outlets (ranges, dryers, etc.) | \$7 |
| <u>Signs</u> | |
| Unit | \$6 |
| Letter | \$10 |
| Neon-each 25 feet | \$20 |
| Feeders-Bus Ducts, etc.-per 50' | \$6 |
| Mobile Home Park Site | \$5 |
| Recreational Vehicle Park Site | \$5 |
| <u>K.V.A. & H.P.</u> | |
| Units up to 20 | \$4 |
| Units 21 to 50 K.V.A. or H.P. | \$6 |
| Units 51 K.V.A. or H.P. & over | \$10 |
| <u>Fire Alarm Systems (excl. smoke detectors)</u> | |
| Up to 10 devices | \$50 |
| 11 to 20 devices | \$100 |
| Over 20 devices | \$5 each |
| Low voltage - Per opening (devices) | \$5 each |
| Energy Retrofit-Temp. Control | \$45 |
| Conduit only or grounding only | \$45 |
| <u>Inspections</u> | |
| Special/Safety Insp. (includes cert. fee) | \$65 |

| | |
|-----------------------|------|
| Additional Inspection | \$65 |
| Final Inspection | \$65 |
| Certification Fee | \$25 |

C. Mechanical Inspection Fees

| | |
|--|------|
| Application Fee (non-refundable) | \$65 |
| Work Commencing Before Permit Issuance | \$75 |

Residential Heating System

| | |
|---|-------|
| (Includes duct & pipe) | |
| Up to 1,500 sq. feet | \$80 |
| 1,501 to 3,500 sq. feet | \$130 |
| Over 3,500 sq. feet | \$180 |
| Gas/Oil Burning Equipment Under 400,000 In | \$30 |
| Gas/Oil Burning Equipment Under 400,000 In | \$40 |
| Boiler | \$30 |
| Water Heater | \$5 |
| Damper/Flue | \$5 |
| Solid Fuel Equip. (includes chimney) | \$30 |
| Gas Burning Fireplace | \$30 |
| Chimney, factory built (installed separately) | \$25 |
| Solar; set of 3 panels-fluid transfer | |
| (includes piping) | \$20 |
| Gas piping; each opening-new installation | |
| (residential) | \$5 |
| Air Conditioning (includes split systems) | |
| 1.5hp to 15 hp | \$30 |
| Over 15 hp | \$50 |
| Heat Pumps (complete residential) | \$30 |
| Dryer, Bath & Kitchen Exhaust | \$5 |

Tanks

| | |
|--------------------------|------|
| Aboveground | \$20 |
| Aboveground Connection | \$20 |
| Underground | \$20 |
| Underground Connection | \$20 |
| Humidifiers/Air Cleaners | \$5 |

Piping

| | |
|--|----------|
| Piping-minimum fee \$25 | \$.05/ft |
| Process piping | \$.05/ft |
| Duct-minimum fee \$25 | \$.10/ft |
| Heat Pumps; Commercial (pipe not included) | \$20 |

Air Handlers/Heat Wheels

| | |
|-------------------------------|------|
| Conversion Burners (oil) | \$30 |
| Commercial Hoods/Exhausters | \$15 |
| Heat Recovery Units | \$10 |
| V.A.V. Boxes | \$10 |
| Unit Ventilators | \$10 |
| Unit Heaters (terminal units) | \$15 |

Fire Suppression/Protection/Other

| | |
|-------------------------------------|------------|
| (includes piping) –minimum fee \$20 | \$.75/head |
| Limited Area Suppression (per head) | \$2 |

| | |
|----------------------------------|------|
| Fire Suppression Hood (per head) | \$4 |
| Evaporator Coils | \$30 |
| Refrigeration (split system) | \$30 |
| Chiller | \$30 |
| Cooling Towers | \$30 |
| Compressor/Condenser | \$30 |
| Manufactured Chimney | \$25 |
| Exhaust Fans | \$20 |
| Multi Zone Self Contained Units | \$25 |
| Through Wall Units | \$25 |
| Ranges (gas) | \$20 |

Inspections

| | |
|---|------|
| Special/Safety Insp. (includes cert. fee) | \$65 |
| Additional Inspection | \$65 |
| Final Inspection | \$65 |
| Certification Fee | \$25 |

D. Plumbing Inspection Fees

| | |
|--|------|
| Application Fee (non-refundable) | \$65 |
| Work Commencing Before Permit Issuance | \$75 |

New Residential Plumbing System

| | |
|-------------------|-------|
| Up to 1,500 sf | \$80 |
| 1,501 to 3,500 sf | \$130 |
| Over 3,500 sf | \$180 |

| | |
|--|----------|
| Mobile Home Park Site | \$5 each |
| Fixtures, floor drains, special drains, | \$4 each |
| Water connected appliances | \$4 each |
| Stacks (soil, waste, vent and conductor) | \$2 each |
| Sewage ejectors, sumps | \$5 each |
| Sub-soil drains | \$5 each |

Water Service

| | |
|---------------------------------------|------|
| Less than 2" | \$5 |
| 2" to 6" | \$25 |
| Over 6" | \$50 |
| Connection (bldg. drain-bldg. sewers) | \$5 |

Sewers (sanitary, storm or combined)

| | |
|------------------------|----------|
| Less than 6" | \$5 |
| 6" and Over | \$25 |
| Manholes, Catch Basins | \$5 each |

Water Distributing Pipe (system)

| | |
|---|----------|
| ¾" Water Distribution Pipe | \$5 |
| 1" Water Distribution Pipe | \$10 |
| 1 ¼" Water Distribution Pipe | \$15 |
| 1 ½" Water Distribution Pipe | \$20 |
| 2" Water Distribution Pipe | \$25 |
| Over 2" Water Distribution Pipe | \$30 |
| Reduced pressure zone back-flow preventer | \$5 each |
| Domestic water treatment and filtering equipment only | \$5 |
| Medical Gas System | \$45 |

Inspections

| | |
|---|------|
| Special/Safety Insp. (includes cert. fee) | \$65 |
| Additional Inspection | \$65 |
| Final Inspection | \$65 |
| Certification Fee | \$25 |

15. Chapter 22: General Emergency Response Fees

Fire

| | |
|---------------|---------------|
| Pumper | \$250.00/hour |
| Tanker | \$350.00/hour |
| Squad/Utility | \$150.00/hour |
| Grass | \$200.00/hour |
| Command | \$150.00/hour |
| Officers | \$18.00/hour |
| Firefighters | \$15.00/hour |

Police

| | |
|------------------|--------------|
| Officers | \$50.56/hour |
| Officer Overtime | \$61.87/hour |
| Police Car | \$15.00/hour |

16. Appendix B: Franchises

\$250 application fee plus actual expenses related to preparation by City Attorney.

17. Miscellaneous Fees

A. *Copies:*

Black & White: 10¢ for page.

Color or Mixed Color and Black & White: 25¢ per page

B. *Freedom of Information Act Requests:*

See the City of Swartz Creek Freedom of Information Act Procedures & Guidelines: adopted June 22, 2015 for details. Standard requests shall be charged 10¢ for 8.5 x 11 page (25¢ for color or mixed color) plus all actual costs for outside re-production (i.e. photo re-prints, blueprint copies, digital media storage, etc.). Extensive search requests shall have an additional per hour fee equal to wages only of the lowest paid clerical position employed with the City (\$8.15/hour with a 1.1 fringe multiplier, totaling \$8.97/hour).

C. *Weddings:*

\$50 per ceremony

D. *Fax Services:*

50¢ per page for the first 10 pages, then \$0.25 per page thereafter

E. *Notary Services:*

\$10.00 per item

F. *Insufficient Funds:*

\$25 each for any check returned unpaid for account insufficient, closed or stopped

G *Penalties on Outstanding Invoices/Miscellaneous Receivables:*
 \$10 penalty for unpaid miscellaneous receivables, including but not limited to: utility bills, mowing invoices, sidewalk repair, project reimbursements, charges for services, and retiree coverage contributions. This penalty shall be applied once to “past due” invoices.

H. *Interest on Outstanding Invoices/Miscellaneous Receivables:*
 1.5% interest per month on outstanding invoices that are 30 days “past due”.

*Payments made toward outstanding balances shall be applied in the following order:
 interest, penalties, principle.

18. Chapter 13 & 16: Development Plans, Administrative Fees, Subdivision Site Plan & Review Fees

- A. Site Plan Review:
- | | |
|-------------------------------------|--------------------------------------|
| Property Re-Zoning | \$250 |
| Single & Multiple-Family (non-plat) | \$300 plus \$5.00 per lot |
| Cluster Housing Development | \$300 plus \$5.00 per unit |
| Mobile Home Park | \$400 plus \$5.00 per unit |
| Commercial Development | \$450 plus \$50.00 per acre/fraction |
| Industrial Development | \$400 plus \$50.00 per acre/fraction |
| Office Development | \$350 plus \$50.00 per acre/fraction |
| Institutional | \$300 plus \$50.00 per acre/fraction |
| Public/semi-public uses | \$300 plus \$50.00 per acre/fraction |
| Special Approval or Conditional Use | \$250 plus \$5.00 per acre/fraction |
| PUD/Mixed Use Review | \$500 plus \$50.00 per acre/fraction |
| Consulting Fees (All Reviews) | Actual consultant costs |
| Revisions | ½ of original review fee |
- B. Building and Zoning:
- | | |
|---|---------------------------|
| Swimming Pool Permit | \$25 |
| Misc. Zoning Permit | \$25 |
| Sidewalk Permit | \$25 |
| Sign Permit | See Building Permits |
| Structure Movement Permit | \$95 |
| Demolition Permit (Including ROW Permit) | \$150 |
| Right of Way Permit (Residential) | \$100 |
| Right of Way Permit (Commercial and/or Road Break) | \$250 +review/inspection |
| | escrow |
| Home Occupation Permit | \$95 |
| Variance Review | \$250 per variance |
| Zoning Board of Appeals: Petitioned Interpretation Review | \$150 |
| Zoning Board of Appeals: Appeal Review | \$250 |
| Lot Split/Combination: City Ordinance Section 16.2 | \$150 plus \$5.00 per lot |
| Public or Private Road Plan Reviews | \$400 per mile/fraction |
| Consulting Fees | Actual consultant costs |
| Zoning Code | \$10 CD, \$25 Paper |
| | Copy |
| Engineering Standards Manual | \$10 CD, \$25 Paper |
| | Copy |
| Medical Marijuana Dispensary/Facility Review | \$500 |
- C. Subdivision Review
- | | |
|--|---------------------------|
| Preliminary Subdivision Review-Tentative | \$300 plus \$5.35 per lot |
| Preliminary Subdivision Review- Final | \$160 plus \$2.70 per lot |
| Final Plat Review | \$160 plus \$1.00 per lot |

19. Chapter 1: Municipal Civil Infraction Fines

Civic Infraction Citation Fines:

| | |
|----------------|-------|
| First Offense | \$100 |
| Second Offense | \$200 |
| Third Offense | \$300 |

Civic Infraction Notice Fines:

| | |
|----------------|-------|
| First Offense | \$75 |
| Second Offense | \$150 |
| Third Offense | \$250 |

20. Rental Inspection Program Fees

| | |
|--|--|
| Registration | \$75 for the first unit, plus \$20 for each additional unit on a shared premises, with common ownership and management, or within recognized apartment complexes |
| Follow up inspections | The initial and one follow-up inspection will be performed without additional fees. Subsequent inspections shall be charged at the rate of \$25/unit |
| Registration Updates/Amendments Coverage | No charge The initial fee covers the registration and first inspection and is valid until the resulting certificate of compliance expires |
| Pro-ration | There shall be no pro-ration of fees |

ADOPTION & REVISION HISTORY:

| | |
|--------------------------|---|
| Resolution No. 050711-07 | Dated July 11, 2005 |
| Resolution No. 100208-06 | Dated February 8, 2010 |
| Resolution No. 101206-04 | Dated December 6, 2010 (Water-Sewer-RTS) |
| Resolution No. 111114-05 | Dated November 14, 2011 (Park Fees) |
| Resolution No. 110613-07 | Dated June 13, 2011 (Water Fees) |
| Resolution No. 120611-05 | Dated June 11, 2012 (Water Fees) |
| Resolution No. 120709-05 | Dated July 9, 2012 (Bulk Water Fees) |
| Resolution No. 130610-09 | Dated June 10, 2013 (Water Fees) |
| Resolution No. 130826-06 | Dated August 26, 2013 (K.W.A. Water Fees) |
| Resolution No. 140922-07 | Dated September 22, 2014 (Utility and MMD Fees) |
| Resolution No. 150824-05 | Dated August 24, 2015 (FOIA, Rentals, Utility Fees) |
| Resolution No. 151214-05 | Dated December 14, 2015 (Parking) |
| Resolution No. 160523-05 | Dated May 23, 2016 (Water and Sewer) |
| Resolution No. 160808-04 | Dated August 8, 2016 (Solicitation) |
| Resolution No. 171023-07 | Dated October 23, 2017 (Building; Police Removal) |
| Resolution No. 180312-06 | Dated March 12, 2018 (Building Penalty) |
| Resolution No. 181126-07 | Dated November 26, 2018 (Parking) |
| Resolution No. 190325-09 | Dated March 25, 2019 (Water) |
| Resolution No. 201109-06 | Dated November 9, 2020 (Water-Cross Connection) |
| Resolution No. 210927-06 | Dated September 27, 2021 (Cost Recovery/ROW) |

Discussion Ensued.

YES: Krueger, Pinkston, Henry, Fountain, Florence, Gilbert, Hicks.

NO: None. Motion Declared Carried.

RESOLUTION TO RECOMMEND APPROVAL OF A LIQUOR LICENSE FOR 8013 MILLER ROAD

Resolution No. 211213-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Fountain

WHEREAS, the City of Swartz Creek has assigned all geography allocated unclaimed Class C Liquor Licenses as relegated by the State of Michigan Liquor Control Commission; and

WHEREAS, the City of Swartz Creek established a Downtown Development Authority District under Public Act 197 of 1975, as amended; and

WHEREAS, businesses in the DDA are eligible for a new Development District on-premise liquor license under MCL 436.1521a(1)(b), if the development district, city, and applicant meet certain qualifications, those qualifications include but are not limited to: the investment of over \$200,000 with the development district in the preceding five years; the ability of the establishment to seat at least 25 persons; the business must be related to dining, entertainment, or recreation; the business must invest at least \$75,000 in the establishment; and

WHEREAS, the owner of 8013 Miller Road (a former restaurant), AVH Lockhart, LLC., is applying for such a license to be used onsite with the intention of operating a restaurant/tavern at the site; and

WHEREAS, the City of Swartz Creek and the Swartz Creek Downtown Development Authority allow and encourage such uses within the Central Business District; and

WHEREAS, the City of Swartz Creek maintains rights to review and approve or deny use of the site prior to final review and inspection by the State of Michigan; and

WHEREAS, the City of Swartz Creek finds that the applicant appears to satisfy the local and statutory requirements necessary to operate a tavern at 8013 Miller Road.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek recommends that the application by the AVH Lockhart, LLC for a new on-premise Class C Liquor License for 8013 Miller Road, Swartz Creek, Michigan, as applied for under MCL 436.1521a(1)(b), be considered for approval by the Michigan Liquor Control Commission.

Discussion Ensued.

YES: Pinkston, Henry, Fountain, Florence, Gilbert, Hicks, Krueger.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Florence today was a beautiful and it will be a great evening.

Councilmember Henry wondered if wood chipping is still happening, especially since we had that windstorm. Mr. Zettel responded DPW is working on some way to take care of them since the chipper is winterized. Mr. Henry also informed Mr. Zettel about some bricks by the sidewalk in front of Lasers.

Councilmember Fountain noted this was her last meeting and it has been a real honor to serve the city. She is happy with what she has seen happen in downtown and hopes to see more positive movement going forward. She recommends Mr. Cramer as her replacement.

Mayor Pro Tem Hicks mentioned Chief Plumb's report she provided council tonight.

Councilmember Gilbert is sorry to see Councilmember Fountain go. The sign that was in his yard was in the street Saturday. He wished everyone a fine evening.

Councilmember Pinkston commented that downtown has really changed since he went to school. He wished everyone a Merry Christmas & stay safe.

Mayor Krueger thanked Councilmember Fountain for serving the city. He invited everyone to the concert tonight and wished everyone a Merry Christmas & Happy New Year.

ADJOURNMENT

Resolution No. 211213-06

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 6:33 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 12/01/2021 - 12/31/2021

Highlighted amount is total for that vendor

| Check Date | Bank | Check | Vendor Name | Description | Amount |
|-------------------------------|------|-------|------------------------------------|--|------------|
| Bank GEN CONSOLIDATED ACCOUNT | | | | | |
| 12/02/2021 | GEN | 50128 | CHARTER TOWNSHIP OF MUNDY | JOINT INSP & PERMIT FEES SEPTEMBER 2021 | 10,245.19 |
| 12/02/2021 | GEN | 50129 | CHASE CARD SERVICES | 10/22-11/21/21 STATEMENT | 688.29 |
| 12/02/2021 | GEN | 50130 | CITY OF SWARTZ CREEK | REIMB PETTY CASH THRU 11/23/21 | 186.04 |
| 12/02/2021 | GEN | 50131 | COMCAST BUSINESS | CITY HALL MONTHLY INVOICE | 238.30 |
| 12/02/2021 | GEN | 50132 | DISCOUNT TWO WAY RADIO CORPORATION | RCA RDR42X0 SERIES RADIO PACKAGE PER QUO | 2,095.90 |
| 12/02/2021 | GEN | 50133 | DLZ MICHIGAN INC | SEWER FATS, OILS, AND GREASE PROGRAM SER | 2,489.00 |
| 12/02/2021 | GEN | 50134 | ENERGY REDUCTION COALITION | EXCESS BENEFIT PAYMENT | 1,126.55 |
| 12/02/2021 | GEN | 50135 | FERGUSON WATERWORKS #3386 | CLAMP | 630.52 |
| | | | | 1 GAL 8 LB PIPE JT LUBE NSF NEW FORM | 38.02 |
| | | | | | 668.54 |
| 12/02/2021 | GEN | 50136 | GCGC | GCGC MEETING 12/16/21 | 15.00 V |
| 12/02/2021 | GEN | 50137 | GENESEE CTY DRAIN COMMISSIONER | WATER 9/29-10/27/21 1,777,494 CF | 113,705.91 |
| 12/02/2021 | GEN | 50138 | GFL ENVIRONMENTAL USA INC | 10 CY DELIVERY ROLL OFF/DISPOSAL & HAUL | 1,563.10 V |
| | | | | HAUL & DISPOSAL OF SPECIAL WASTE | 1,917.30 V |
| | | | | | 3,480.40 |
| 12/02/2021 | GEN | 50139 | GLAESER DAWES | ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS | 233,222.45 |
| 12/02/2021 | GEN | 50140 | GLAESER DAWES | DYE ROAD WATER MAIN BREAK | 4,983.00 |
| 12/02/2021 | GEN | 50141 | GLAESER DAWES | WATER MAIN BREAK MILLER RD W OF FAIRCHIL | 3,907.00 |
| 12/02/2021 | GEN | 50142 | GLAESER DAWES | REPLACE CITY HALL WALK ENTRANCE | 3,900.00 |
| 12/02/2021 | GEN | 50143 | JAY'S SEPTIC TANK SERVICE | PORT-A-JON RENTAL ELMS PARK | 260.00 |
| | | | | PORT-A-JON RENTAL ELMS PARK | 120.00 |
| | | | | | 380.00 |
| 12/02/2021 | GEN | 50144 | JOHNS TRUCK SERVICE | PM SERV/HYDRAULIC LINES/CONVEYOR CHAIN/L | 7,135.75 |
| 12/02/2021 | GEN | 50145 | MISS DIG SYSTEM INC | 2022 MEMB FEE/ANNL MAINT FEE/ANNL ADJ FE | 1,900.80 |
| 12/02/2021 | GEN | 50146 | OFFICE DEPOT CREDIT PLAN | REPLACEMENT PAD SELF-INKING DATE PHRASE | 60.00 |
| 12/02/2021 | GEN | 50147 | OHM ADVISORS | SAFE ROUTES TO SCHOOL GRANT PRELIM. ENG. | 3,505.00 |
| 12/02/2021 | GEN | 50148 | OHM ADVISORS | SPRINGBROOK EAST PHASE II CONST. SERVICE | 618.25 |
| 12/02/2021 | GEN | 50149 | OHM ADVISORS | CONST SRVCS-BREWER TOWNHOMES | 8,029.00 |
| 12/02/2021 | GEN | 50150 | OHM ADVISORS | MORRISH ROAD REHABILITATION | 1,470.00 |
| 12/02/2021 | GEN | 50151 | OHM ADVISORS | MILLER RD PRELIMINARY ENG-MORRISH TO SEY | 1,598.00 |
| 12/02/2021 | GEN | 50152 | OHM ADVISORS | EASEMENT PROCUREMENT SRTS/TRAIL | 2,846.25 |
| 12/02/2021 | GEN | 50153 | OHM ADVISORS | BIGGBY CONSTRUCTION SERVICES | 206.25 |
| 12/02/2021 | GEN | 50154 | PARAGON LABORATORIES INC | WATER SAMPLES WO SWARTZ CREEK | 617.00 |
| | | | | WATER SAMPLES WO SWARTZ CREEK | 368.00 |
| | | | | | 985.00 |
| 12/02/2021 | GEN | 50155 | STATE OF MICHIGAN-DEQ WTR | DRINKING WATER LAB TESTING | 160.00 |
| 12/02/2021 | GEN | 50156 | STEELMAN WELDING INC | REPAIR LIFT ARM ON CASE BACKHOE | 250.00 |
| 12/02/2021 | GEN | 50157 | SUBURBAN AUTO SUPPLY | HYD COUPLER/18" GREASE HOSE GREASE GUN | 17.57 |
| 12/02/2021 | GEN | 50158 | WEST SHORE SERVICES INC | ANNUAL INSPECTION & PREVENTATIVE MAINTEN | 1,500.00 |
| 12/02/2021 | GEN | 50159 | GCGC | MEETING 12/16/21 | 20.00 |
| 12/09/2021 | GEN | 50160 | COMCAST BUSINESS | MONTHLY INVOICE 11/29-12/28/21 | 178.95 |
| 12/09/2021 | GEN | 50161 | CONNIE OLGIER | ADVANCE FOR EASEMENTS (2) | 60.00 |
| 12/09/2021 | GEN | 50162 | CONSUMERS ENERGY | 5257 WINSHALL DR 10/29-11/30/21 | 29.09 |
| 12/09/2021 | GEN | 50163 | CONSUMERS ENERGY | 8083 CIVIC DR 10/28-11/30/21 | 686.01 |
| 12/09/2021 | GEN | 50164 | CONSUMERS ENERGY | 8499 MILLER RD 10/29-11/30/21 | 31.89 |

| | | | | | |
|------------|-----|-------|-------------------------------------|--|---------------|
| 12/09/2021 | GEN | 50165 | CONSUMERS ENERGY | 8059 FORTINO DR 10/29-11/30/21 | 35.00 |
| 12/09/2021 | GEN | 50166 | CONSUMERS ENERGY | 4510 MORRISH RD 10/29-11/30/21 | 44.29 |
| 12/09/2021 | GEN | 50167 | CONSUMERS ENERGY | 5015 HOLLAND DR LOT LIGHTS 10/29-11/30/2 | 41.46 |
| 12/09/2021 | GEN | 50168 | CONSUMERS ENERGY | 48473 LED LIGHT RD WORCHESTER/CHESTERFIE | 1,975.97 |
| 12/09/2021 | GEN | 50169 | CONSUMERS ENERGY | 8100 CIVIC DR 10/31-12/1/21 | 1,396.77 |
| 12/09/2021 | GEN | 50170 | CONSUMERS ENERGY | 8301 CAPPY LN 10/31-12/1/21 | 371.55 |
| 12/09/2021 | GEN | 50171 | CONSUMERS ENERGY | 5361 WINSHALL DR 8369 10/29-11/30/21 | 32.64 |
| 12/09/2021 | GEN | 50172 | CONSUMERS ENERGY | 5121 MORRISH RD 10/29-11/30/21 | 607.71 |
| 12/09/2021 | GEN | 50173 | CONSUMERS ENERGY | 8011 MILLER RD 10/29-11/30/21 | 29.84 |
| 12/09/2021 | GEN | 50174 | CONSUMERS ENERGY | ELMS PARKING LOT AREA LIGHTS 2300 11/1-1 | 39.28 |
| 12/09/2021 | GEN | 50175 | CONSUMERS ENERGY | 8095 CIVIC DR 10/29-11/30/21 | 640.41 |
| 12/09/2021 | GEN | 50176 | CONSUMERS ENERGY | 5361 WINSHALL DR #2 RESTRMS 9987 10/29-1 | 38.27 |
| 12/09/2021 | GEN | 50177 | CONSUMERS ENERGY | SIRENS TRAFFIC LIGHTS 1997 11/1-11/30/21 | 31.22 |
| 12/09/2021 | GEN | 50178 | CONSUMERS ENERGY | STREET LIGHTS 1294 11/1-11/30/21 CORRECT | 6,343.79 |
| 12/09/2021 | GEN | 50179 | CONSUMERS ENERGY | 4524 MORRISH RD 11/1-11/30/21 | 65.72 |
| 12/09/2021 | GEN | 50180 | CONSUMERS ENERGY | TRAFFIC LIGHTS 1781 11/1-11/30/21 | 475.95 |
| 12/09/2021 | GEN | 50181 | CONSUMERS ENERGY | 9099 MILLER RD 10/29-11/30/21 | 34.26 |
| 12/09/2021 | GEN | 50182 | CONSUMERS ENERGY | 4125 ELMS RD 4353 11/2-12/2/21 | 33.83 |
| 12/09/2021 | GEN | 50183 | CONSUMERS ENERGY | 4125 ELMS RD PAVILION 4437 11/1-12/2/21 | 36.79 |
| 12/09/2021 | GEN | 50184 | CONSUMERS ENERGY | 6425 MILLER PARK & RIDE 11/2-12/2/21 | 95.98 |
| 12/09/2021 | GEN | 50185 | FIDELITY SECURITY LIFE INSUR/EYEMED | RETIREE VISION DECEMBER 2021 (5) | 34.84 |
| 12/09/2021 | GEN | 50186 | GILL ROYS HARDWARE | NOVEMBER 2021 INVOICES LESS DISCOUNT | 76.05 |
| 12/09/2021 | GEN | 50187 | WILLIAM KINCAID | EASEMENT FOR SRTS 5086 MORRISH 58-02-200 | 12,500.00 |
| 12/16/2021 | GEN | 50188 | B & S HYDRAULIC & AIR TOOL REPAIR | 2 EATON MOTORS/MAKE ONE OUT OF TWO/SALT | 138.60 |
| 12/16/2021 | GEN | 50189 | BIO-SERV CORPORATION | PEST CONTROL - PUBLIC SAFETY BLDG | 59.00 |
| | | | | PEST CONTROL - CITY HALL/LIBRARY-SR CTR | 114.00 |
| | | | | | 173.00 |
| 12/16/2021 | GEN | 50190 | BLUE CARE NETWORK-EAST MI | RETIREE HEALTH JANUARY 2022 CLOINGER | 1,626.20 |
| 12/16/2021 | GEN | 50191 | CITY OF SWARTZ CREEK | WINTER 2021 TAXES 4355 ELMS RD | 49.62 |
| | | | | WINTER 2021 TAXES 8002 MILLER RD | 428.72 |
| | | | | | 478.34 |
| 12/16/2021 | GEN | 50192 | COOK PRAY REXROTH & ASSOC | APPRAISAL 5286 MILLER RD/GEN VALLEY TRAI | 2,499.00 |
| 12/16/2021 | GEN | 50193 | D&K TRUCK COMPANY INC | FREIGHTLINER 108SD | 87,805.00 |
| 12/16/2021 | GEN | 50194 | DEANNA KORTH | BANK MILEAGE DEANNA KORTH NOVEMBER 2021 | 21.84 |
| 12/16/2021 | GEN | 50195 | DETROIT SALT COMPANY | ROAD SALT @ \$61.86 PER TON | 6,594.28 |
| 12/16/2021 | GEN | 50196 | FAMILY FARM AND HOME INC | NOVEMBER 2021 INVOICES | 61.94 |
| 12/16/2021 | GEN | 50197 | FLINT WELDING SUPPLY | CYLINDER COMPRESSED OXYGEN | 6.25 |
| 12/16/2021 | GEN | 50198 | GENESEE CTY DRAIN COMMISSIONER | NPDES PHASE II OCT-DEC 2021 | 1,941.32 |
| 12/16/2021 | GEN | 50199 | GFL ENVIRONMENTAL USA INC | FY22 GARBAGE/RECYCLING/YARD WASTE NOVEMB | 24,843.00 |
| 12/16/2021 | GEN | 50200 | GLAESER DAWES | ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS | 163,704.08 |
| 12/16/2021 | GEN | 50201 | HYDRO DESIGNS INC | CROSS CONNECTION CONTROL PROGRAM FEB 20 | 897.00 |
| 12/16/2021 | GEN | 50202 | HYDRO DESIGNS INC | EXPANDED CROSS CONNECTION PROGRAM FEB 20 | 9,144.00 |
| 12/16/2021 | GEN | 50203 | I T VERDIN COMPANY | MAINTENANCE AGREEMENT 2022 RENEWAL | 630.00 |
| 12/16/2021 | GEN | 50204 | INTEGRITY BUSINESS SOLUTIONS | ROLL KITCHEN TOWELS (2)/TISSUE | 94.97 |
| 12/16/2021 | GEN | 50205 | JAMS MEDIA LLC | SIDEWALK NOTICE/ORD. 456 PONDS | 571.30 |
| 12/16/2021 | GEN | 50206 | JODY KEY | BANK MILEAGE JODY KEY NOVEMBER 2021 | 17.47 |
| 12/16/2021 | GEN | 50207 | JOSE A MIRELES | LEAF PICKUP & REMOVAL | 800.00 |
| 12/16/2021 | GEN | 50208 | KCI | WINTER 2021 TAX BILLS/POSTAGE BALANCE | 479.87 |
| 12/16/2021 | GEN | 50209 | KCI | ESTIMATED POSTAGE JAN 2022 UB BILLS | 898.86 |
| 12/16/2021 | GEN | 50210 | Khalil Nemer | BD PAYMENT REFUND 7538 MILLER RD UNIT 1 | 20.00 |
| 12/16/2021 | GEN | 50211 | LEGACY ASSESSING SERVICES INC | ASSESSING SERVICES DECEMBER 2021 | 2,536.66 |
| 12/16/2021 | GEN | 50212 | MICHIGAN MUNICIPAL LEAGUE | MEMBERSHIP DUES 2/1/22-1/31/23 | 3,358.00 |
| 12/16/2021 | GEN | 50213 | MISSION COMMUNICATIONS LLC | SERVICE PACKAGE RENEWAL 12/1/21-11/30/22 | 347.40 |
| 12/16/2021 | GEN | 50214 | PHILIPS HEALTHCARE | HS1 ADULT SMART PADS CARTRIDGE FOR AED | 67.00 |
| 12/16/2021 | GEN | 50215 | SALLY M ADAMS | RETIREE MEDICAL REIMB JULY-DEC 2021 | 1,560.00 |

| | | | | |
|-----------------------------|-----------|--|--|---------------------|
| 12/16/2021 | GEN 50216 | SELF SERVE LUMBER CO. | 5/8X4X8 GIS PLYWOOD | 39.99 |
| 12/16/2021 | GEN 50217 | SIMEN FIGURA & PARKER PLC | MONTHLY INVOICE NOVEMBER 2021 | 3,108.00 |
| 12/16/2021 | GEN 50218 | SUBURBAN AUTO SUPPLY | AW46 HYD OIL | 46.99 |
| | | | AW32 HYD OIL | 46.99 |
| | | | WASHR SOLVENT | 23.94 |
| | | | | 117.92 |
| 12/16/2021 | GEN 50219 | SUPER FLITE OIL CO INC | FUEL - DPW NOVEMBER 2021/CAM2 (2) | 1,088.40 |
| 12/16/2021 | GEN 50220 | SWARTZ CREEK AREA FIRE DEPT. | FY22 FIRE BUDGET JANUARY-JUNE 2022 | 62,082.25 |
| 12/16/2021 | GEN 50221 | SWARTZ CREEK AREA FIRE DEPT. | FIRE & EMS SERVICE NOVEMBER 2021 | 2,862.02 |
| 12/16/2021 | GEN 50222 | TRUCK AND TRAILER SPECIALTIES INC | DISC SPINNER | 116.55 |
| | | | MOTOR HYD/HUB SPINNER ASSY 12-04 TRUCK | 306.86 |
| | | | | 423.41 |
| 12/16/2021 | GEN 50223 | VERIZON WIRELESS | 11/2-12/1/21 MONTHLY STATEMENT | 485.41 |
| 12/22/2021 | GEN 50224 | ACE-SAGINAW PAVING COMPANY | COLD PATCH | 699.60 |
| 12/22/2021 | GEN 50225 | BRADYS BUSINESS SYSTEMS | COPY MACHINE MAINTENANCE AGREEMENT | 1,024.16 |
| 12/22/2021 | GEN 50226 | CHASE BANK | 2021 Sum Tax Refund 58-36-651-077 | 2,272.22 |
| 12/22/2021 | GEN 50227 | CONNIE OLGER | EASEMENT RECORDING FEES/TRANSFER TAX/MIL | 187.31 |
| 12/22/2021 | GEN 50228 | COOK PRAY REXROTH & ASSOC | APPRAISAL 6343 BRISTOL SRTS | 2,499.00 |
| 12/22/2021 | GEN 50229 | DELTA DENTAL PLAN | RETIREE DENTAL JANUARY 2022 (5) | 365.96 |
| 12/22/2021 | GEN 50230 | DOVENMUEHLE MORTGAGE INC | 2021 Sum Tax Refund 58-35-576-008 | 1,050.81 |
| 12/22/2021 | GEN 50231 | EJ USA INC | PARTS FOR HYDRANTS | 601.68 |
| 12/22/2021 | GEN 50232 | GENESEE CTY DRAIN COMMISSIONER | WATER 10/27-11/30/21 1,918,035 CF | 121,787.01 |
| 12/22/2021 | GEN 50233 | GLAESER DAWES | USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST | 236,395.63 |
| 12/22/2021 | GEN 50234 | JAY'S SEPTIC TANK SERVICE | PORT-A-JON RENTAL HOLLAND SQ | 400.00 |
| 12/22/2021 | GEN 50235 | KORENE KELLY | SUPP INS REIMB JULY-DEC 2021 | 1,049.83 |
| 12/22/2021 | GEN 50236 | METRO POLICE AUTH OF GENESEE COUNTY | NOVEMBER 2021 ORDINANCE FEES | 2,044.42 |
| 12/22/2021 | GEN 50237 | NATIONSTAR MTG LLC DBA MR C | 2021 Sum Tax Refund 58-36-577-030 | 1,659.83 |
| 12/22/2021 | GEN 50238 | OHM ADVISORS | SAFE ROUTES TO SCHOOL GRANT PRELIM. ENG. | 2,557.50 |
| 12/22/2021 | GEN 50239 | OHM ADVISORS | OAKVIEW, CHELMSFORD, OXFORD ROADS CONST | 56,249.50 |
| 12/22/2021 | GEN 50240 | PARAGON LABORATORIES INC | WATER SAMPLES WO SWARTZ CREEK | 722.00 |
| 12/22/2021 | GEN 50241 | RODNEY & KATHERINE CAIN H & W | 2021 Sum Tax Refund 58-03-532-027 | 1,067.89 |
| 12/22/2021 | GEN 50242 | STAPLES | CARD STOCK/TAPE/HIGHLIGHTERS | 37.18 |
| 12/22/2021 | GEN 50243 | STATE OF MICHIGAN-DEQ WTR | DRINKING WATER LAB TESTING | 96.00 |
| 12/22/2021 | GEN 50244 | SUBURBAN AUTO SUPPLY | ABRASIVE WHEEL 7 | 8.99 |
| 12/22/2021 | GEN 50245 | UNUM LIFE INSURANCE | RETIREE LIFE JANUARY 2022 (4) | 44.25 |
| GEN TOTALS: | | | | |
| Total of 118 Checks: | | | | 1,251,944.55 |
| Less 2 Void Checks: | | | | 3,495.40 |
| Total of 116 Disbursements: | | | | 1,248,449.15 |

01/03/22

City of Swartz Creek

Building Permit List

2021

| Permit No. | Date | Applicant | Phone | Tax ID No. | Value of Const/Permit Fee | Location | Type of Construction |
|-----------------|----------|----------------------|----------------|---------------|---------------------------|-----------------------------|-----------------------------|
| Building | | | | | | | |
| PB2100081 | 12/07/21 | Renewal by Andersen | (734) 237 1065 | 58-03-533-103 | \$13,137 | \$174.00 5361 GREENLEAF DR | 48473- Window Replacement |
| PB2100082 | 12/02/21 | RBF Construction Inc | (810) 938 8498 | 58-35-576-060 | \$52,780 | \$443.00 8138 MILLER RD | 48473- Com Add/Alter/Repair |
| PB2100083 | 12/22/21 | Crown Castle | (724) 416 2992 | 58-35-751-001 | \$15,000 | \$255.00 8100 CIVIC DR | 48473 Com Add/Alter/Repair |
| PB2100085 | 12/30/21 | C & L Ward Bros Co | (810) 652 6622 | 58-36-651-188 | \$2,033 | \$95.00 4359 SPRINGBROOK DR | 48473- Window Replacement |

Total: 4 Permits Value: \$82,950 Fee Total: \$967.00 Total Number of Dwelling Units 0

Electrical

| | | | | | | | |
|-----------|----------|-----------------------------|----------------|---------------|-----|----------------------------|-------------------|
| PE2100044 | 12/21/21 | Thomas Albright & Assoc Inc | (810) 659 7884 | 58-03-533-065 | \$0 | \$144.00 5218 GREENLEAF DR | 48473- Electrical |
|-----------|----------|-----------------------------|----------------|---------------|-----|----------------------------|-------------------|

Total: 1 Permits Value: \$0 Fee Total: \$144.00 Total Number of Dwelling Units 0

Mechanical

| | | | | | | | |
|----------|----------|-----------------------------|----------------|---------------|-----|------------------------------|-------------------|
| PM210063 | 12/09/21 | Goyette Mechanical | (810) 742 8530 | 58-36-651-242 | \$0 | \$190.00 7349 CROSSCREEK DR | 48473- Mechanical |
| PM210064 | 12/23/21 | Parker-Arntz Plbg & Htg Inc | (616) 225 9150 | 58-36-651-189 | \$0 | \$195.00 4361 SPRINGBROOK DR | 48473- Mechanical |
| PM210065 | 12/21/21 | Thomas Albright & Assoc Inc | (810) 659 7884 | 58-03-533-065 | \$0 | \$170.00 5218 GREENLEAF DR | 48473- Mechanical |
| PM210067 | 12/29/21 | Goyette Mechanical | (810) 742 8530 | 58-03-626-013 | \$0 | \$160.00 9098 LUEA LN | 48473- Mechanical |

Total: 4 Permits Value: \$0 Fee Total: \$715.00 Total Number of Dwelling Units 0

Plumbing

| | | | | | | | |
|----------|----------|-------------------|----------------|---------------|-----|--------------------------|----------------|
| PP210031 | 12/02/21 | Absolute Plumbing | (810) 820 8841 | 58-36-676-074 | \$0 | \$340.00 4248 LINDSEY DR | 48473 Plumbing |
|----------|----------|-------------------|----------------|---------------|-----|--------------------------|----------------|

City Council Packet

51

January 10, 2022

City of Swartz Creek Building Permit List 2021

| Permit No. | Date | Applicant | Phone | Tax ID No. | Value of Const/Permit Fee | Location | Type of Construction |
|---------------|----------|------------------|-------------------|---------------|---------------------------|--------------------|---|
| PP210032 | 12/14/21 | Blessing Co. | (810) 694 4861 | 58-02-502-038 | \$0 \$134.00 | 5142 WORCHESTER DR | 48473-Plumbing |
| PP210033 | 12/28/21 | Eric Ryckman | (810) 223 7084 | 58-35-200-007 | \$0 \$135.00 | 4140 MORRISH RD | 48473-Plumbing |
| Total: | | 3 Permits | Value: \$0 | | Fee Total: | \$609.00 | Total Number of Dwelling Units 0 |

Right of Way

| | | | | | | | |
|---------------|----------|----------------------|-------------------|---------------|-------------------|-----------------|---|
| PROW-0211 | 12/09/21 | Comcast Corporation | | 58-31-551-004 | \$0 \$100.00 | 4301 ELMS RD | 48473-Right of way |
| PROW-0220 | 12/09/21 | CONSUMERS ENERGY COR | | 58-36-578-012 | \$0 \$100.00 | 7168 MILLER RD | 48473-Right of way |
| Total: | | 2 Permits | Value: \$0 | | Fee Total: | \$200.00 | Total Number of Dwelling Units 0 |

Permit Total: 14 Value: \$82,950 Fee Total: \$2,635.00

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND 12/31/2021 11:59:59 PM

Inspection List

| Address | Parcel Number | Inspection Type | Scheduled | Completed | Result |
|----------------------|---------------|---------------------|------------|------------|---------------------|
| 4354 ELMS RD | 58-36-577-012 | Status | 12/02/2021 | 12/02/2021 | Partially Compliant |
| 8230 CRAPO ST | 58-02-200-036 | Walk Thru | 12/02/2021 | 12/02/2021 | Partially Approved |
| 5351 GREENLEAF DR | 58-03-533-102 | Post Hole | 12/02/2021 | 12/02/2021 | Approved |
| 4248 LINDSEY DR | 58-36-676-074 | Underground & Rough | 12/02/2021 | 12/02/2021 | Approved |
| 7193 RUSSELL DR | 58-36-676-085 | Rough-Basement | 12/02/2021 | 12/02/2021 | Approved |
| 7193 RUSSELL DR | 58-36-676-085 | Rough-Basement | 12/02/2021 | 12/02/2021 | Approved |
| 7193 RUSSELL DR | 58-36-676-085 | Insulation | 12/06/2021 | 12/06/2021 | Approved |
| 7193 RUSSELL DR | 58-36-676-085 | Rough-Basement | 12/06/2021 | 12/06/2021 | Approved |
| 5023 WINSTON DR | 58-02-501-081 | Post Hole | 12/06/2021 | 12/06/2021 | Approved |
| 5242 SEYMOUR RD | 58-03-531-067 | Status | 12/07/2021 | 12/07/2021 | Complied |
| 8129 INGALLS ST 2 | 58-02-200-005 | Reinspection | 12/07/2021 | 12/07/2021 | Complied |
| 5316 SEYMOUR RD | 58-03-531-059 | Final Zoning | 12/07/2021 | 12/07/2021 | Approved |
| 8013 MILLER RD | 58-01-100-040 | Site Visit | 12/07/2021 | 12/07/2021 | Partially Approved |
| 8546 MILLER RD | 58-35-551-009 | Site Visit | 12/07/2021 | 12/07/2021 | Approved |
| 6104 MILLER RD | 58-31-526-008 | Site Visit | 12/07/2021 | 12/07/2021 | Approved |
| 7499 MILLER RD | 58-01-502-074 | Site Visit | 12/07/2021 | 12/07/2021 | Approved |
| 8006 MILLER RD | 58-35-576-048 | Site Visit | 12/07/2021 | 12/07/2021 | Approved |
| 7499 MILLER RD | 58-01-502-074 | Final Zoning | 12/07/2021 | 12/07/2021 | Approved |
| 4446 MORRISH RD | 58-35-677-001 | Underground | 12/07/2021 | 12/07/2021 | Approved |
| 4448 MORRISH RD | 58-35-677-002 | Underground | 12/07/2021 | 12/07/2021 | Approved |
| 4450 MORRISH RD | 58-35-677-003 | Underground | 12/07/2021 | 12/07/2021 | Approved |
| 4248 LINDSEY DR | 58-36-676-074 | Basement Floor | 12/07/2021 | 12/07/2021 | Approved |
| 8129 INGALLS ST 2 | 58-02-200-005 | Final | 12/07/2021 | 12/07/2021 | Approved |
| 5167 BIRCHCREST DR | 58-03-531-083 | Reinspection | 12/08/2021 | 12/08/2021 | Complied |
| 5348 DON SHENK DR | 58-02-552-003 | Initial | 12/08/2021 | 12/08/2021 | Complied |
| 4167 SILVER MAPLE LN | 58-36-527-001 | Final | 12/13/2021 | 12/13/2021 | Approved |
| 7040 PARK RIDGE PKWY | 58-36-527-011 | Final | 12/13/2021 | 12/13/2021 | Approved |
| 5307 DURWOOD DR | 58-03-533-175 | Initial | 12/13/2021 | 12/13/2021 | Complied |
| 5285 WORCHESTER DR | 58-02-551-013 | Ordinance | 12/14/2021 | 12/14/2021 | Violation(s) |
| 5285 WORCHESTER DR | 58-02-551-013 | Status | 12/14/2021 | 12/14/2021 | Complied |
| 4373 SEYMOUR RD | 58-35-300-006 | Site Inspection | 12/14/2021 | 12/14/2021 | Violation(s) |
| 4446 MORRISH RD | 58-35-677-001 | Basement floors-No: | 12/14/2021 | 12/14/2021 | Approved |
| 8138 MILLER RD | 58-35-576-060 | Trench Footing | 12/14/2021 | 12/14/2021 | Approved |
| 4373 SEYMOUR RD | 58-35-300-006 | Status | 12/15/2021 | 12/15/2021 | Violation(s) |
| 7484 WADE ST | 58-01-502-047 | Status | 12/16/2021 | | |
| 4373 SEYMOUR RD | 58-35-300-006 | Status | 12/16/2021 | 12/16/2021 | Violation(s) |

Inspection List

| Address | Parcel Number | Inspection Type | Scheduled | Completed | Result |
|---------------------|---------------|--------------------|------------|------------|-------------|
| 5023 WINSTON DR | 58-02-501-081 | Framing | 12/16/2021 | 12/16/2021 | Approved |
| 5180 GREENLEAF DR | 58-03-533-071 | Status | 12/20/2021 | 12/20/2021 | Disapproved |
| 4371 SPRINGBROOK DR | 58-36-651-116 | Rough | 12/20/2021 | 12/20/2021 | Approved |
| 7096 YARMY DR | 58-36-526-041 | Final | 12/21/2021 | 12/21/2021 | Approved |
| 4289 ALEX MARIN DR | 58-36-676-099 | Rough | 12/21/2021 | 12/21/2021 | Approved |
| 4248 LINDSEY DR | 58-36-676-074 | Rough | 12/21/2021 | 12/21/2021 | Approved |
| 1 DRAGON DRIVE | 58-02-100-006 | Masonry | 12/21/2021 | 12/21/2021 | Approved |
| 4289 ALEX MARIN DR | 58-36-676-099 | Footing | 12/23/2021 | 12/23/2021 | Canceled |
| 8230 CRAPO ST | 58-02-200-036 | Floor-Stem Lab Add | 12/29/2021 | 12/29/2021 | Approved |

Inspections: 45

Population: All Records

Inspection.DateTimeScheduled Between 12/1/2021 12:00:00 AM AND 12/31/2021 11:59:59 PM

Certificates With Inspections

01/03/2022

| Certificate Number | Address | Date Applied | Since | Issued | Last Inspection | Expires | Status |
|--------------------|-------------------|--------------|------------|------------|-----------------|------------|-----------|
| CR210077 | 5348 DON SHENK DR | 12/08/2021 | 12/08/2021 | 12/08/2021 | 12/08/2021 | 12/08/2024 | Certified |
| Initial | JKEY | Matt Hart | Completed | Complied | | | |

Population: All Records

Record Count: 1

Certificate.DateIssued Between 12/1/2021 12:00:00 AM
AND 12/31/2021 11:59:59 PM

Enforcements By Category

01/03/22

BUILDING VIOLATIONS

| Enforcement Number | Address | Status | Filed | Closed |
|--------------------|-----------------|-----------|-------------------------|--------|
| E21-407 | 4373 SEYMOUR RD | Violation | 12/14/21 | |
| | | | Total Entries: 1 | |

RENTAL NON-COMPLIANCE

| Enforcement Number | Address | Status | Filed | Closed |
|--------------------|--------------------|--------|-------------------------|----------|
| E21-406 | 5285 WORCHESTER DR | Closed | 12/13/21 | 12/14/21 |
| | | | Total Entries: 1 | |

Total Records: 2

Population: All Records
Enforcement.DateFiled Between 12/1/2021 12:00:00 AM AND 12/31/2021 11:5

| Equipment ID | Description | GL Number | Activity Code | Date | Hours | Rate | Approx Cost |
|--------------|----------------------------|---------------------|---------------|------------|-------|-------|-------------|
| Employee ID | Name | | | | | | |
| Pickup 4WD | 1-20, 7-15,3-08, 2-08, 10- | | | | | | |
| 4100000001 | Gardner, Rodney E | 101-265.000-941.000 | | 12/10/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 101-345.000-941.000 | | 12/10/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 101-780.500-941.000 | | 12/10/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 101-790.000-941.000 | | 12/10/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 101-782.000-941.000 | | 12/13/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 101-783.000-941.000 | | 12/13/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 590-540.000-941.000 | | 12/20/2021 | 8.00 | 12.44 | 99.52 |
| 4100000001 | Gardner, Rodney E | 590-540.000-941.000 | | 12/21/2021 | 6.00 | 12.44 | 74.64 |
| 4100000001 | Gardner, Rodney E | 590-542.000-941.000 | | 12/21/2021 | 2.00 | 12.44 | 24.88 |
| 4100000001 | Gardner, Rodney E | 590-542.000-941.000 | | 12/28/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 202-463.000-941.000 | | 11/22/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 11/22/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 11/22/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 101-790.000-941.000 | | 11/23/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 226-783.000-941.000 | | 11/23/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-780.500-941.000 | | 11/24/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-790.000-941.000 | | 11/24/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 202-463.000-941.000 | | 11/24/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 11/24/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 202-474.000-941.000 | | 11/30/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 11/30/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 12/01/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 226-783.000-941.000 | | 12/01/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/01/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-265.000-941.000 | | 12/02/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 12/02/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 101-265.000-941.000 | | 12/03/2021 | 1.50 | 12.44 | 18.66 |
| 4100000004 | Wright, David L | 101-780.500-941.000 | | 12/03/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-790.000-941.000 | | 12/03/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 12/03/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 226-783.000-941.000 | | 12/03/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 12/06/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 12/06/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 226-530.000-941.000 | | 12/07/2021 | 6.00 | 12.44 | 74.64 |
| 4100000004 | Wright, David L | 226-782.000-941.000 | | 12/09/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 226-528.000-941.000 | | 12/10/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/10/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 591-536.000-941.000 | | 12/10/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 12/13/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 101-780.500-941.000 | | 12/14/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/14/2021 | 1.50 | 12.44 | 18.66 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/15/2021 | 1.00 | 12.44 | 12.44 |
| 4100000004 | Wright, David L | 202-463.000-941.000 | | 12/16/2021 | 5.00 | 12.44 | 62.20 |

| Equipment ID | Description | GL Number | Activity Code | Date | Hours | Rate | Approx Cost |
|--------------|------------------|---------------------|---------------|------------|-------|-------|-------------|
| Employee ID | Name | | | | | | |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/17/2021 | 4.00 | 12.44 | 49.76 |
| 4100000004 | Wright, David L | 591-536.000-941.000 | | 12/17/2021 | 2.00 | 12.44 | 24.88 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/20/2021 | 8.00 | 12.44 | 99.52 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/21/2021 | 7.00 | 12.44 | 87.08 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/22/2021 | 5.00 | 12.44 | 62.20 |
| 4100000004 | Wright, David L | 590-540.000-941.000 | | 12/26/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 101-794.000-941.000 | | 11/23/2021 | 8.00 | 12.44 | 99.52 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 11/30/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 101-794.000-941.000 | | 12/02/2021 | 8.00 | 12.44 | 99.52 |
| 4100000005 | Sandford, Jay E | 101-790.000-941.000 | | 12/03/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 101-794.000-941.000 | | 12/03/2021 | 3.00 | 12.44 | 37.32 |
| 4100000005 | Sandford, Jay E | 591-536.000-941.000 | | 12/03/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/06/2021 | 5.00 | 12.44 | 62.20 |
| 4100000005 | Sandford, Jay E | 203-463.000-941.000 | | 12/09/2021 | 6.00 | 12.44 | 74.64 |
| 4100000005 | Sandford, Jay E | 226-783.000-941.000 | | 12/09/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 202-463.000-941.000 | | 12/10/2021 | 3.00 | 12.44 | 37.32 |
| 4100000005 | Sandford, Jay E | 590-542.000-941.000 | | 12/13/2021 | 8.00 | 12.44 | 99.52 |
| 4100000005 | Sandford, Jay E | 590-542.000-941.000 | | 12/15/2021 | 8.00 | 12.44 | 99.52 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/16/2021 | 6.00 | 12.44 | 74.64 |
| 4100000005 | Sandford, Jay E | 101-790.000-941.000 | | 12/17/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/17/2021 | 4.00 | 12.44 | 49.76 |
| 4100000005 | Sandford, Jay E | 591-536.000-941.000 | | 12/17/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/20/2021 | 8.00 | 12.44 | 99.52 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/21/2021 | 5.00 | 12.44 | 62.20 |
| 4100000005 | Sandford, Jay E | 101-265.000-941.000 | | 12/22/2021 | 1.00 | 12.44 | 12.44 |
| 4100000005 | Sandford, Jay E | 101-783.000-941.000 | | 12/22/2021 | 2.00 | 12.44 | 24.88 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/22/2021 | 3.00 | 12.44 | 37.32 |
| 4100000005 | Sandford, Jay E | 590-540.000-941.000 | | 12/28/2021 | 3.00 | 12.44 | 37.32 |
| 4400000009 | Bosas, Rebecca M | 101-794.000-941.000 | | 11/22/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 101-794.000-941.000 | | 11/23/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 202-474.000-941.000 | | 11/24/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 11/24/2021 | 2.00 | 12.44 | 24.88 |
| 4400000009 | Bosas, Rebecca M | 101-794.000-941.000 | | 11/29/2021 | 7.00 | 12.44 | 87.08 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 11/29/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 101-794.000-941.000 | | 11/30/2021 | 3.00 | 12.44 | 37.32 |
| 4400000009 | Bosas, Rebecca M | 202-474.000-941.000 | | 11/30/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 11/30/2021 | 4.00 | 12.44 | 49.76 |
| 4400000009 | Bosas, Rebecca M | 101-794.000-941.000 | | 12/01/2021 | 5.00 | 12.44 | 62.20 |
| 4400000009 | Bosas, Rebecca M | 590-542.000-941.000 | | 12/01/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 101-794.000-941.000 | | 12/06/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 203-463.000-941.000 | | 12/06/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 226-528.000-941.000 | | 12/06/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 12/08/2021 | 5.00 | 12.44 | 62.20 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 12/09/2021 | 4.00 | 12.44 | 49.76 |

| Equipment ID | Description | GL Number | Activity Code | Date | Hours | Rate | Approx Cost |
|------------------|----------------------------|---------------------|---------------|------------|--------|-------|-------------|
| Employee ID | Name | | | | | | |
| 4400000009 | Bosas, Rebecca M | 202-463.000-941.000 | | 12/10/2021 | 4.00 | 12.44 | 49.76 |
| 4400000009 | Bosas, Rebecca M | 203-463.000-941.000 | | 12/10/2021 | 4.00 | 12.44 | 49.76 |
| 4400000009 | Bosas, Rebecca M | 101-790.000-941.000 | | 12/13/2021 | 0.50 | 12.44 | 6.22 |
| 4400000009 | Bosas, Rebecca M | 590-542.000-941.000 | | 12/13/2021 | 6.00 | 12.44 | 74.64 |
| 4400000009 | Bosas, Rebecca M | 101-265.000-941.000 | | 12/14/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 590-542.000-941.000 | | 12/15/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 590-542.000-941.000 | | 12/16/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 590-542.000-941.000 | | 12/17/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 590-542.000-941.000 | | 12/20/2021 | 4.00 | 12.44 | 49.76 |
| 4400000009 | Bosas, Rebecca M | 101-265.000-941.000 | | 12/21/2021 | 8.00 | 12.44 | 99.52 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 12/22/2021 | 7.00 | 12.44 | 87.08 |
| 4400000009 | Bosas, Rebecca M | 591-536.000-941.000 | | 12/22/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 12/27/2021 | 1.00 | 12.44 | 12.44 |
| 4400000009 | Bosas, Rebecca M | 590-540.000-941.000 | | 12/28/2021 | 8.00 | 12.44 | 99.52 |
| Equipment Totals | | | | | 330.50 | | 4,111.42 |
| Front Blade | Front Blade/Plow - used on | | | | | | |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 11/30/2021 | 2.00 | 23.07 | 46.14 |
| Equipment Totals | | | | | 2.00 | | 46.14 |
| Pickup 2WD | 6-16 2WD | | | | | | |
| 4400000015 | Melen, Ryan G | 101-780.500-941.000 | | 12/22/2021 | 1.00 | 11.21 | 11.21 |
| Equipment Totals | | | | | 1.00 | | 11.21 |
| Backhoe | Backhoe | | | | | | |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 11/23/2021 | 6.00 | 60.96 | 365.76 |
| 4100000004 | Wright, David L | 202-474.000-941.000 | | 11/24/2021 | 1.00 | 60.96 | 60.96 |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 11/29/2021 | 8.00 | 60.96 | 487.68 |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 11/30/2021 | 5.00 | 60.96 | 304.80 |
| 4100000004 | Wright, David L | 101-794.000-941.000 | | 12/01/2021 | 1.50 | 60.96 | 91.44 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 12/08/2021 | 1.00 | 60.96 | 60.96 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/27/2021 | 4.00 | 60.96 | 243.84 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/27/2021 | 4.00 | 60.96 | 243.84 |
| 4400000009 | Bosas, Rebecca M | 203-463.000-941.000 | | 12/09/2021 | 1.00 | 60.96 | 60.96 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/29/2021 | 4.00 | 60.96 | 243.84 |
| Equipment Totals | | | | | 35.50 | | 2,164.08 |
| Breaker | Breaker - used on backhoe | | | | | | |
| Bucket Truck | No. 06-99 | | | | | | |
| Bucket | Bucket - used with Bucket | | | | | | |
| Brush Hog | NO. 9-02 | | | | | | |

| Equipment ID | Description | GL Number | Activity Code | Date | Hours | Rate | Approx Cost |
|------------------|---------------------------|---------------------|---------------|------------|-------|-------|-------------|
| Employee ID | Name | | | | | | |
| Dump | Dump Truck No. 11, 12-02, | | | | | | |
| 4100000004 | Wright, David L | 226-530.000-941.000 | | 11/22/2021 | 2.00 | 53.63 | 107.26 |
| 4100000004 | Wright, David L | 202-478.000-941.000 | | 11/27/2021 | 2.00 | 53.63 | 107.26 |
| 4100000004 | Wright, David L | 203-478.000-941.000 | | 11/27/2021 | 1.00 | 53.63 | 53.63 |
| 4100000004 | Wright, David L | 202-478.000-941.000 | | 11/28/2021 | 3.00 | 53.63 | 160.89 |
| 4100000004 | Wright, David L | 202-478.000-941.000 | | 12/08/2021 | 2.50 | 53.63 | 134.08 |
| 4100000004 | Wright, David L | 203-478.000-941.000 | | 12/08/2021 | 8.00 | 53.63 | 429.04 |
| 4100000004 | Wright, David L | 202-463.000-941.000 | | 12/09/2021 | 2.00 | 53.63 | 107.26 |
| 4100000004 | Wright, David L | 101-783.000-941.000 | | 12/13/2021 | 1.50 | 53.63 | 80.45 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 12/13/2021 | 1.50 | 53.63 | 80.45 |
| 4100000004 | Wright, David L | 226-530.000-941.000 | | 12/14/2021 | 5.00 | 53.63 | 268.15 |
| 4100000004 | Wright, David L | 226-530.000-941.000 | | 12/15/2021 | 6.00 | 53.63 | 321.78 |
| 4100000004 | Wright, David L | 202-478.000-941.000 | | 12/18/2021 | 2.50 | 53.63 | 134.08 |
| 4100000004 | Wright, David L | 203-478.000-941.000 | | 12/23/2021 | 2.00 | 53.63 | 107.26 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 11/28/2021 | 3.00 | 53.63 | 160.89 |
| 4100000005 | Sandford, Jay E | 226-530.000-941.000 | | 12/07/2021 | 6.00 | 53.63 | 321.78 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/08/2021 | 4.50 | 53.63 | 241.34 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/08/2021 | 4.00 | 53.63 | 214.52 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/27/2021 | 6.00 | 53.63 | 321.78 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/27/2021 | 4.00 | 53.63 | 214.52 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/28/2021 | 2.00 | 53.63 | 107.26 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 11/27/2021 | 2.00 | 53.63 | 107.26 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/08/2021 | 1.00 | 53.63 | 53.63 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/18/2021 | 2.50 | 53.63 | 134.08 |
| 4400000009 | Bosas, Rebecca M | 202-463.000-941.000 | | 12/27/2021 | 2.50 | 53.63 | 134.08 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/27/2021 | 4.00 | 53.63 | 214.52 |
| 4400000009 | Bosas, Rebecca M | 203-478.000-941.000 | | 12/27/2021 | 3.00 | 53.63 | 160.89 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/29/2021 | 4.00 | 53.63 | 214.52 |
| 4400000009 | Bosas, Rebecca M | 203-478.000-941.000 | | 12/29/2021 | 4.00 | 53.63 | 214.52 |
| Equipment Totals | | | | | 91.50 | | 4,907.18 |
| UnderbodyScrapr | Underbody Scraper used w/ | | | | | | |
| 4100000004 | Wright, David L | 101-783.000-941.000 | | 12/13/2021 | 1.50 | 9.06 | 13.59 |
| 4100000004 | Wright, David L | 203-463.000-941.000 | | 12/13/2021 | 1.50 | 9.06 | 13.59 |
| 4100000004 | Wright, David L | 202-478.000-941.000 | | 12/18/2021 | 2.50 | 9.06 | 22.65 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/08/2021 | 4.50 | 9.06 | 40.77 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/08/2021 | 4.00 | 9.06 | 36.24 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/27/2021 | 6.00 | 9.06 | 54.36 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/27/2021 | 4.00 | 9.06 | 36.24 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/28/2021 | 2.00 | 9.06 | 18.12 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/18/2021 | 2.50 | 9.06 | 22.65 |
| 4400000009 | Bosas, Rebecca M | 202-463.000-941.000 | | 12/27/2021 | 2.50 | 9.06 | 22.65 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/27/2021 | 4.00 | 9.06 | 36.24 |
| 4400000009 | Bosas, Rebecca M | 203-478.000-941.000 | | 12/27/2021 | 3.00 | 9.06 | 27.18 |

| Equipment ID | Description | GL Number | Activity Code | Date | Hours | Rate | Approx Cost |
|------------------|-----------------------------|---------------------|---------------|------------|-------|--------|-------------|
| Employee ID | Name | | | | | | |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/29/2021 | 4.00 | 9.06 | 36.24 |
| 4400000009 | Bosas, Rebecca M | 203-478.000-941.000 | | 12/29/2021 | 4.00 | 9.06 | 36.24 |
| Equipment Totals | | | | | 46.00 | | 416.76 |
| Hopper/Salt Box | Hopper/Salt Box use w/ dump | | | | | | |
| 4100000004 | Wright, David L | 202-478.000-941.000 | | 12/18/2021 | 2.50 | 9.41 | 23.53 |
| 4100000004 | Wright, David L | 203-478.000-941.000 | | 12/23/2021 | 2.00 | 9.41 | 18.82 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/08/2021 | 4.50 | 9.41 | 42.35 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/08/2021 | 4.00 | 9.41 | 37.64 |
| 4100000005 | Sandford, Jay E | 202-478.000-941.000 | | 12/27/2021 | 6.00 | 9.41 | 56.46 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/27/2021 | 4.00 | 9.41 | 37.64 |
| 4100000005 | Sandford, Jay E | 203-478.000-941.000 | | 12/28/2021 | 2.00 | 9.41 | 18.82 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/18/2021 | 2.50 | 9.41 | 23.53 |
| 4400000009 | Bosas, Rebecca M | 202-463.000-941.000 | | 12/27/2021 | 2.50 | 9.41 | 23.53 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/27/2021 | 4.00 | 9.41 | 37.64 |
| 4400000009 | Bosas, Rebecca M | 203-478.000-941.000 | | 12/27/2021 | 3.00 | 9.41 | 28.23 |
| 4400000009 | Bosas, Rebecca M | 202-478.000-941.000 | | 12/29/2021 | 4.00 | 9.41 | 37.64 |
| 4400000009 | Bosas, Rebecca M | 203-478.000-941.000 | | 12/29/2021 | 4.00 | 9.41 | 37.64 |
| Equipment Totals | | | | | 45.00 | | 423.47 |
| Sweeper | Sweeper | | | | | | |
| 4100000001 | Gardner, Rodney E | 203-463.000-941.000 | | 11/22/2021 | 4.00 | 101.43 | 405.72 |
| 4100000001 | Gardner, Rodney E | 203-463.000-941.000 | | 11/23/2021 | 7.00 | 101.43 | 710.01 |
| Equipment Totals | | | | | 11.00 | | 1,115.73 |
| Vacuum Cleaner | Sweeper - used with Street | | | | | | |
| Tractor | Tractor | | | | | | |
| Woodchipper | Woodchipper | | | | | | |
| 4100000004 | Wright, David L | 226-530.000-941.000 | | 12/14/2021 | 5.00 | 30.64 | 153.20 |
| 4100000004 | Wright, David L | 226-530.000-941.000 | | 12/15/2021 | 6.00 | 30.64 | 183.84 |
| 4100000005 | Sandford, Jay E | 226-530.000-941.000 | | 12/07/2021 | 6.00 | 30.64 | 183.84 |
| Equipment Totals | | | | | 17.00 | | 520.88 |
| Material Heater | Material Heater | | | | | | |
| 4100000005 | Sandford, Jay E | 203-463.000-941.000 | | 12/09/2021 | 6.00 | 13.16 | 78.96 |
| 4100000005 | Sandford, Jay E | 202-463.000-941.000 | | 12/10/2021 | 3.00 | 13.16 | 39.48 |
| 4400000009 | Bosas, Rebecca M | 203-463.000-941.000 | | 12/10/2021 | 4.00 | 13.16 | 52.64 |
| Equipment Totals | | | | | 13.00 | | 171.08 |
| Kubota | Kubota #5-18 | | | | | | |
| Arrow | Arrow | | | | | | |

| Equipment ID | Description | | | | | | | Approx |
|--------------|-------------|-----------|---------------|------|-------|------|------|--------|
| Employee ID | Name | GL Number | Activity Code | Date | Hours | Rate | Cost | |
| Trailer | Trailer | | | | | | | |

| | | | | | | | | |
|--------------|--|--|--|--|----|--------|--|-----------|
| Grand Totals | | | | | | | | |
| Equipment: | | | | | 19 | 592.50 | | 13,887.95 |
| Materials: | | | | | 0 | 0.00 | | 0.00 |
| Totals: | | | | | 19 | | | 13,887.95 |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-----------------|--|-------------|------------|-----------|----------|
| Hours for Week Beginning: 11/20/2021 | | | | | | |
| 11/22/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 11/22/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 11/23/2021 | 4100000001 | Gardner, Rodney E | PERS | 401 | 1.00 | 0.00 |
| 11/23/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 7.00 | 0.00 |
| 11/24/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 8.00 | 0.00 |
| 11/25/2021 | 4100000001 | Gardner, Rodney E | HOL | 401 | 8.00 | 0.00 |
| 11/26/2021 | 4100000001 | Gardner, Rodney E | HOL | 401 | 8.00 | 0.00 |
| Total For Employee: 4100000001 | | | | | 40.00 | 0.00 |
| 11/22/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - checking culvert on 6319 miller road because of standing water | | | | |
| 11/22/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - cleaned top of batch basin and removed mating on heritage blvd | | | | |
| 11/22/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - chipped brush | | | | |
| 11/22/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - water stakings | | | | |
| 11/23/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - checking hot water heater in senior center | | | | |
| 11/23/2021 | 4100000004 | Wright, David L | REG | 401 | 6.00 | 0.00 |
| | | - putting up christmas decorations | | | | |
| 11/23/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - DUMPED TRASH | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash and moved tables and chairs from around furnaces in library | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - moved boxes in garage to get to christmas tree | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - picked up trash on miller road and morrish road | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - put up new 30 mph sign and post on morrish road | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - flushed hydrant and pumped on school street | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 11/24/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash | | | | |
| 11/25/2021 | 4100000004 | Wright, David L | HOL | 401 | 8.00 | 0.00 |
| 11/26/2021 | 4100000004 | Wright, David L | HOL | 401 | 8.00 | 0.00 |
| Total For Employee: 4100000004 | | | | | 40.00 | 0.00 |
| 11/22/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| | | - put up christmas decorations | | | | |
| 11/23/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| | | - put up christmas decorations | | | | |
| 11/24/2021 | 4100000005 | Sandford, Jay E | VAC | 401 | 8.00 | 0.00 |
| | | - vacation | | | | |
| 11/25/2021 | 4100000005 | Sandford, Jay E | HOL | 401 | 8.00 | 0.00 |
| | | - holiday | | | | |
| 11/26/2021 | 4100000005 | Sandford, Jay E | HOL | 401 | 8.00 | 0.00 |
| | | - holiday | | | | |
| Total For Employee: 4100000005 | | | | | 40.00 | 0.00 |
| 11/22/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 11/23/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 11/24/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 11/25/2021 | 440000000000013 | Bincsik, Robert J | HOL | 202 | 8.00 | 0.00 |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-----------------|--|-------------|------------|-----------|----------|
| 11/26/2021 | 440000000000013 | Bincsik, Robert J | HOL | 202 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 440000000000013 | | | | | 40.00 | 0.00 |
| 11/22/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| | | - Christmas decorationsRemove dead flowers/soil | | | | |
| 11/23/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| | | - Christmas decorations Remove flowers from pots, etc | | | | |
| 11/24/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 2.00 | 0.00 |
| | | - Check manholes | | | | |
| 11/24/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 2.00 | 0.00 |
| | | - Hydrant work orderEtc | | | | |
| 11/24/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| | | - Replace post/sign on Morrish that was hit | | | | |
| 11/24/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 3.00 | 0.00 |
| | | - Christmas decorationsMove/organize disc golf materials | | | | |
| 11/25/2021 | 4400000009 | Bosas, Rebecca M | HOL | 401 | 8.00 | 0.00 |
| 11/26/2021 | 4400000009 | Bosas, Rebecca M | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4400000009 | | | | | 40.00 | 0.00 |
| 11/22/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 4.00 | 0.00 |
| 11/22/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 4.00 | 0.00 |
| | | - Finding baptist church office culvert, cleaning city hall leaves, and cemetary leaves | | | | |
| 11/23/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 3.00 | 0.00 |
| | | - garbage's in the parks | | | | |
| 11/23/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| | | - Christmas decorations | | | | |
| 11/24/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| | | - garbage | | | | |
| 11/24/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| | | - garbage | | | | |
| 11/24/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| | | - garbage and cleaning furnace room | | | | |
| 11/24/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| | | - garbage and cleaning trails | | | | |
| 11/24/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 3.00 | 0.00 |
| | | - cleaning garage, getting tree out, getting Christmas decorations our, moving disc golf, getting garbage of | | | | |
| 11/24/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| | | - fixing dog fence | | | | |
| ----- | | | | | | |
| Total For Employee: 4400000015 | | | | | 20.00 | 0.00 |
| Hours for Week Beginning: 11/27/2021 | | | | | | |
| ----- | | | | | | |
| 11/29/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 11/29/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 11/30/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 11/30/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 3.00 | 0.00 |
| 11/30/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 3.00 | 0.00 |
| 12/01/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 12/01/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/02/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 3.00 | 0.00 |
| 12/02/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 5.00 | 0.00 |
| 12/03/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 12/03/2021 | 4100000001 | Gardner, Rodney E | PERS | 401 | 2.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4100000001 | | | | | 40.00 | 0.00 |
| 11/27/2021 | 4100000004 | Wright, David L | 15X | 401 | 0.00 | 1.00 |
| | | - salted major streets | | | | |
| 11/27/2021 | 4100000004 | Wright, David L | 2X | 401 | 0.00 | 1.00 |
| | | - salted local streets | | | | |
| 11/28/2021 | 4100000004 | Wright, David L | 2X | 401 | 0.00 | 3.00 |
| | | - plowing and salting major roads | | | | |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------|-------------|---|-------------|------------|-----------|----------|
| 11/29/2021 | 4100000004 | Wright, David L | REG | 401 | 8.00 | 0.00 |
| | | - putting up christmas decorations | | | | |
| 11/30/2021 | 4100000004 | Wright, David L | REG | 401 | 5.00 | 0.00 |
| | | - putting up christmas decorations | | | | |
| 11/30/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - working on water shutoffs | | | | |
| 11/30/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - replaced crosswaik sign on miller road | | | | |
| 11/30/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - put new spinner on #12-04 dumptruck | | | | |
| 12/01/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/01/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - filled hole by catch basin on wade street | | | | |
| 12/01/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash | | | | |
| 12/01/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - water shut off on crapo street | | | | |
| 12/01/2021 | 4100000004 | Wright, David L | REG | 401 | 3.00 | 0.00 |
| | | - changed blades on underbody and fixed salt spreader on #12-04 dump truck | | | | |
| 12/01/2021 | 4100000004 | Wright, David L | REG | 401 | 1.50 | 0.00 |
| | | - putting up christmas tree and decorations | | | | |
| 12/02/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - cleaning out furnace room at city hall | | | | |
| 12/02/2021 | 4100000004 | Wright, David L | REG | 401 | 5.00 | 0.00 |
| | | - removing salt spreader motor on #12-02 dumptruck trying to find new motor and taking motor to b&s hydraulic | | | | |
| 12/02/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - cutting holes in barrell for fire at holland square and cutting firewood | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash and picked up old furnace from the library | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - set out barricades for parade | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash | | | | |
| 12/03/2021 | 4100000004 | Wright, David L | REG | 401 | 1.50 | 0.00 |
| | | - dumped trash and vacuumed carpets | | | | |
| ----- | | | | | ----- | ----- |
| Total For Employee: 4100000004 | | | | | 40.00 | 5.00 |
| 11/28/2021 | 4100000005 | Sandford, Jay E | 2X | 401 | 0.00 | 3.00 |
| | | - plow and salt major streets | | | | |
| 11/29/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| | | - put up christmas decorations | | | | |
| 11/30/2021 | 4100000005 | Sandford, Jay E | 15X | 401 | 0.00 | 2.00 |
| | | - salt and plow major streets | | | | |
| 11/30/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - work on equipment at dpw | | | | |
| 11/30/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 5.00 | 0.00 |
| | | - work on christmas decorations | | | | |
| 12/01/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 5.00 | 0.00 |
| | | - christmas decorations | | | | |
| 12/01/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - work on equipment at dpw | | | | |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-----------------|--|-------------|------------|-----------|----------|
| 12/02/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| | | - work on christmas decorations | | | | |
| 12/03/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - check manholes | | | | |
| 12/03/2021 | 4100000005 | Sandford, Jay E | PERS | 401 | 1.00 | 0.00 |
| | | - personal time | | | | |
| 12/03/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - clean library | | | | |
| 12/03/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - work on christmas parade | | | | |
| ----- | | | | | 40.00 | 5.00 |
| Total For Employee: 4100000005 | | | | | | |
| 11/29/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 11/30/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/01/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/02/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/03/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 440000000000013 | | | | | | |
| 11/27/2021 | 4400000009 | Bosas, Rebecca M | 15X | 401 | 0.00 | 2.00 |
| | | - Salt majors and uphill/curves | | | | |
| 11/29/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 7.00 | 0.00 |
| | | - Christmas decorations - finish downtown poles and paul fortino poles | | | | |
| 11/29/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| | | - Staking, hydrant check, misc | | | | |
| 11/30/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 3.00 | 0.00 |
| | | - Decorate poles in the village | | | | |
| 11/30/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| | | - Replace pedestrian crosswalk sign - Miller East | | | | |
| 11/30/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| | | - Water turn offs/onsDoor tags for nonpayment payment plan | | | | |
| 12/01/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 5.00 | 0.00 |
| | | - Christmas decoratingFinish village poles Holland Square treeHolland Square lightingMiller/Seymour sign | | | | |
| 12/01/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 2.00 | 0.00 |
| | | - Replace curb guard and cutting edge on 12-04Put salt shield back in place | | | | |
| 12/01/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| | | - Final ReadsWater turn off | | | | |
| 12/02/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| | | - Finish Holland Square - snowmen, timers, electrical, front treesMiller/Morrish tree and wall areasCivic si | | | | |
| 12/03/2021 | 4400000009 | Bosas, Rebecca M | PERS | 401 | 8.00 | 0.00 |
| ----- | | | | | 40.00 | 2.00 |
| Total For Employee: 4400000009 | | | | | | |
| Hours for Week Beginning: 12/04/2021 | | | | | | |
| 12/06/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/06/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/07/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/07/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 12/08/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/08/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/09/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 8.00 | 0.00 |
| 12/10/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/10/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/10/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/10/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 4100000001 | | | | | | |
| 12/06/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - picked up barricades from parade | | | | |
| 12/06/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - removed tv dish from property at second and wade street | | | | |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------|---------------------|---|-------------|------------|-----------|----------|
| 12/06/2021 | 4100000004 | Wright, David L | REG | 401 | 6.00 | 0.00 |
| | | - replacing salt spinner motors on #12-02 dumptruck and #12-04 dumptruck | | | | |
| 12/07/2021 | 4100000004 | Wright, David L | REG | 401 | 6.00 | 0.00 |
| | | - chipped brush | | | | |
| 12/07/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - greased #1-20 dumptruck and mounted spinner on #12-04 dumptruck | | | | |
| 12/08/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/08/2021 | 4100000004 | Wright, David L | 15X | 401 | 0.00 | 2.50 |
| | | - plowed and salted major streets | | | | |
| 12/08/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/08/2021 | 4100000004 | Wright, David L | REG | 401 | 4.00 | 0.00 |
| | | - plowed and salted | | | | |
| 12/08/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - picked up leaves on young drive | | | | |
| 12/08/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - moving equipment into pole barn | | | | |
| 12/09/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| | | - dumped trash | | | | |
| 12/09/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - went to flint for cold patch | | | | |
| 12/09/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash | | | | |
| 12/09/2021 | 4100000004 | Wright, David L | REG | 401 | 4.50 | 0.00 |
| | | - checked over dump trucks for any repairs needed and cleared a path behind salt shed for trenching to pole | | | | |
| 12/10/2021 | 4100000004 | Wright, David L | VAC | 401 | 1.00 | 0.00 |
| 12/10/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| | | - dumped trash downtown area | | | | |
| 12/10/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - water stakings | | | | |
| 12/10/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - checked sewer manholes | | | | |
| 12/10/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| | | - trying to free up tailgate lock on #12-02 dump truck | | | | |
| ----- | | | | | ----- | ----- |
| Total For Employee: 4100000004 | | | | | 40.00 | 2.50 |
| 12/06/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 5.00 | 0.00 |
| | | - water samples. stakings | | | | |
| 12/06/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - work on christmas decorations | | | | |
| 12/07/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 6.00 | 0.00 |
| | | - woodchipping | | | | |
| 12/07/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - work on snow plow equipment at dpw | | | | |
| 12/08/2021 | 4100000005 | Sandford, Jay E | 15X | 401 | 0.00 | 2.50 |
| | | - plow and salt major streets | | | | |
| 12/08/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - plow and salt roads | | | | |
| 12/08/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 4.00 | 0.00 |
| | | - plow and salt streets | | | | |
| 12/08/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - work on christmas decorations | | | | |
| 12/09/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 6.00 | 0.00 |
| | | - cold patch local streets | | | | |
| 12/09/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - empty trash | | | | |
| 12/10/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - cold patch | | | | |
| 12/10/2021 | City Council Packet | Sandford, Jay E | REG67 | 401 | 5.00 | 0.00 |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--|-----------------|-------------------|-------------|------------|-----------|----------|
| ----- | | | | | | |
| - cold patch | | | | | | |
| Total For Employee: 4100000005 | | | | | 40.00 | 2.50 |
| 12/06/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/07/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/08/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/09/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/10/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 440000000000013 | | | | | 40.00 | 0.00 |
| 12/06/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 2.00 | 0.00 |
| - Pick up Parade barricadesChristmas decorations | | | | | | |
| 12/06/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| - Remove dish off of Second/Wade city property | | | | | | |
| 12/06/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 2.00 | 0.00 |
| - Work on salt spreader on 12-04 | | | | | | |
| 12/06/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 2.00 | 0.00 |
| 12/06/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| - Downtown garbage | | | | | | |
| 12/07/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| 12/08/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 3.00 | 0.00 |
| 12/08/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 5.00 | 0.00 |
| - Miss digs, etc | | | | | | |
| 12/09/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| - Cold patch | | | | | | |
| 12/09/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| - Water samples miss digsdoor hanger | | | | | | |
| 12/10/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| - Cold patching | | | | | | |
| 12/10/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| - Cold patching | | | | | | |
| ----- | | | | | | |
| Total For Employee: 4400000009 | | | | | 40.00 | 0.00 |
| Hours for Week Beginning: 12/11/2021 | | | | | | |
| ----- | | | | | | |
| 12/13/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/13/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/13/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/14/2021 | 4100000001 | Gardner, Rodney E | PERS | 401 | 1.00 | 0.00 |
| 12/14/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 7.00 | 0.00 |
| 12/15/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 12/15/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/16/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/16/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 4.00 | 0.00 |
| 12/17/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/17/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/17/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/17/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4100000001 | | | | | 40.00 | 0.00 |
| 12/13/2021 | 4100000004 | Wright, David L | REG | 401 | 3.50 | 0.00 |
| - picked up fence on daval off sidewalk and limbs on ingalls street | | | | | | |
| 12/13/2021 | 4100000004 | Wright, David L | REG | 401 | 1.50 | 0.00 |
| - graded roadway and parking lots in elms road park | | | | | | |
| 12/13/2021 | 4100000004 | Wright, David L | REG | 401 | 3.00 | 0.00 |
| - repaired back of salt shed and cut down all brush growing in back of salt shed | | | | | | |
| 12/14/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| - dumped trash | | | | | | |
| 12/14/2021 | 4100000004 | Wright, David L | REG | 401 | 5.00 | 0.00 |
| - chipped brush | | | | | | |
| 12/14/2021 | 4100000004 | Wright, David L | REG | 401 | 1.50 | 0.00 |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|---|-----------------|-------------------|-------------|------------|-----------|----------|
| - water stakings | | | | | | |
| 12/14/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| - dumped trash | | | | | | |
| 12/15/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| - dumped trash | | | | | | |
| 12/15/2021 | 4100000004 | Wright, David L | REG | 401 | 6.00 | 0.00 |
| - chipped brush | | | | | | |
| 12/15/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| - dumped trash | | | | | | |
| 12/15/2021 | 4100000004 | Wright, David L | REG | 401 | 1.00 | 0.00 |
| - checking valves for water shut down | | | | | | |
| 12/16/2021 | 4100000004 | Wright, David L | VAC | 401 | 1.00 | 0.00 |
| 12/16/2021 | 4100000004 | Wright, David L | REG | 401 | 5.00 | 0.00 |
| - catch basin repair on morrish road | | | | | | |
| 12/16/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| - removing broken fuel line on #17 backhoe | | | | | | |
| 12/17/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| - checked sewer manholes | | | | | | |
| 12/17/2021 | 4100000004 | Wright, David L | REG | 401 | 4.00 | 0.00 |
| - stakings | | | | | | |
| 12/17/2021 | 4100000004 | Wright, David L | REG | 401 | 2.00 | 0.00 |
| - repairing #17 backhoe | | | | | | |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 4100000004 | | | | | | |
| 12/13/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| - read water meters | | | | | | |
| 12/14/2021 | 4100000005 | Sandford, Jay E | PERS | 401 | 8.00 | 0.00 |
| - personal time | | | | | | |
| 12/15/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| - read and repair meters | | | | | | |
| 12/16/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| - cold patch | | | | | | |
| 12/16/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 6.00 | 0.00 |
| - work on water meter repair sheet | | | | | | |
| 12/17/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 4.00 | 0.00 |
| - work on meter repairs | | | | | | |
| 12/17/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| - clean library | | | | | | |
| 12/17/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| - check manholes | | | | | | |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 4100000005 | | | | | | |
| 12/13/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/14/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/15/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/16/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/17/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 440000000000013 | | | | | | |
| 12/13/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 6.00 | 0.00 |
| - Reads | | | | | | |
| 12/13/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 0.50 | 0.00 |
| - Raise flags | | | | | | |
| 12/13/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 0.50 | 0.00 |
| - Misssdigs | | | | | | |
| 12/13/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 0.50 | 0.00 |
| - Pick up fence on sidewalk from high windsPick up branches | | | | | | |
| 12/13/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 0.50 | 0.00 |
| - Move cement bench | | | | | | |
| 12/14/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|---|-------------|-------------------|-------------|------------|-----------|----------|
| - Interviews for full time DPW | | | | | | |
| 12/15/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| 12/16/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| 12/17/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 4400000009 | | | | | | |
| 12/16/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 4.00 | 0.00 |
| 12/17/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 2.00 | 0.00 |
| 12/17/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 2.00 | 0.00 |
| 12/17/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 4.00 | 0.00 |
| ----- | | | | | 12.00 | 0.00 |
| Total For Employee: 4400000015 | | | | | | |
| Hours for Week Beginning: 12/18/2021 | | | | | | |
| ----- | | | | | | |
| 12/20/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 8.00 | 0.00 |
| 12/21/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 12/21/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/22/2021 | 4100000001 | Gardner, Rodney E | PERS | 401 | 8.00 | 0.00 |
| 12/23/2021 | 4100000001 | Gardner, Rodney E | HOL | 401 | 8.00 | 0.00 |
| 12/24/2021 | 4100000001 | Gardner, Rodney E | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 4100000001 | | | | | | |
| 12/18/2021 | 4100000004 | Wright, David L | 15X | 401 | 0.00 | 2.50 |
| - plowed and salted major streets | | | | | | |
| 12/20/2021 | 4100000004 | Wright, David L | REG | 401 | 8.00 | 0.00 |
| - water stakings and working with dawes const on water shut downs and flushing hydrants | | | | | | |
| 12/21/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| - dumped trash | | | | | | |
| 12/21/2021 | 4100000004 | Wright, David L | REG | 401 | 7.00 | 0.00 |
| - working on water valves on miller road and kroger plaza | | | | | | |
| 12/21/2021 | 4100000004 | Wright, David L | REG | 401 | 0.50 | 0.00 |
| - dumped trash | | | | | | |
| 12/22/2021 | 4100000004 | Wright, David L | VAC | 401 | 3.00 | 0.00 |
| 12/22/2021 | 4100000004 | Wright, David L | REG | 401 | 5.00 | 0.00 |
| - working with dawes costrucion on new watermain | | | | | | |
| 12/23/2021 | 4100000004 | Wright, David L | HOL | 401 | 8.00 | 0.00 |
| 12/23/2021 | 4100000004 | Wright, David L | 15X | 401 | 0.00 | 2.00 |
| - salted local streets | | | | | | |
| 12/24/2021 | 4100000004 | Wright, David L | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | 40.00 | 4.50 |
| Total For Employee: 4100000004 | | | | | | |
| 12/20/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 8.00 | 0.00 |
| - water work orders. stakings. | | | | | | |
| 12/21/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 5.00 | 0.00 |
| - water work orders. | | | | | | |
| 12/21/2021 | 4100000005 | Sandford, Jay E | PERS | 401 | 3.00 | 0.00 |
| - personal time | | | | | | |
| 12/22/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| - empty trash at park | | | | | | |
| 12/22/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| - water work orders, work with dawes on miller rd | | | | | | |
| 12/22/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 1.00 | 0.00 |
| - insurance meeting | | | | | | |
| 12/22/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| - clean trucks at dpw | | | | | | |
| 12/23/2021 | 4100000005 | Sandford, Jay E | HOL | 401 | 8.00 | 0.00 |
| - holiday | | | | | | |
| 12/24/2021 | 4100000005 | Sandford, Jay E | HOL | 401 | 8.00 | 0.00 |
| - holiday | | | | | | |
| ----- | | | | | 40.00 | 0.00 |
| Total For Employee: 4100000005 | | | | | | |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|--------------------------------------|-----------------|--|-------------|------------|-----------|----------|
| 12/20/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/21/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/22/2021 | 440000000000013 | Bincsik, Robert J | REG | 202 | 8.00 | 0.00 |
| 12/23/2021 | 440000000000013 | Bincsik, Robert J | HOL | 202 | 8.00 | 0.00 |
| 12/24/2021 | 440000000000013 | Bincsik, Robert J | HOL | 202 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 440000000000013 | | | | | 40.00 | 0.00 |
| 12/18/2021 | 4400000009 | Bosas, Rebecca M | 15X | 401 | 0.00 | 2.50 |
| | | - Salt/plow | | | | |
| 12/20/2021 | 4400000009 | Bosas, Rebecca M | PERS | 401 | 4.00 | 0.00 |
| 12/20/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| | | - Meter inventory on commercialwork orders,etc | | | | |
| 12/21/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| | | - Interviews | | | | |
| 12/22/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 7.00 | 0.00 |
| 12/22/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| 12/23/2021 | 4400000009 | Bosas, Rebecca M | HOL | 401 | 8.00 | 0.00 |
| 12/24/2021 | 4400000009 | Bosas, Rebecca M | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4400000009 | | | | | 40.00 | 2.50 |
| 12/20/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 8.00 | 0.00 |
| | | - valves. | | | | |
| 12/21/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 8.00 | 0.00 |
| | | - valves | | | | |
| 12/22/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 4.00 | 0.00 |
| | | - not as many valves | | | | |
| 12/22/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| 12/22/2021 | 4400000015 | Melen, Ryan G | REG | 405 | 1.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4400000015 | | | | | 22.00 | 0.00 |
| Hours for Week Beginning: 12/25/2021 | | | | | | |
| ----- | | | | | | |
| 12/27/2021 | 4100000001 | Gardner, Rodney E | VAC | 401 | 8.00 | 0.00 |
| 12/28/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 2.00 | 0.00 |
| 12/28/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 6.00 | 0.00 |
| 12/29/2021 | 4100000001 | Gardner, Rodney E | REG | 401 | 8.00 | 0.00 |
| 12/30/2021 | 4100000001 | Gardner, Rodney E | HOL | 401 | 8.00 | 0.00 |
| 12/31/2021 | 4100000001 | Gardner, Rodney E | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4100000001 | | | | | 40.00 | 0.00 |
| 12/26/2021 | 4100000004 | Wright, David L | 2X | 401 | 0.00 | 2.00 |
| | | - water service leak at 5052 Morrish road | | | | |
| 12/27/2021 | 4100000004 | Wright, David L | PERS | 401 | 8.00 | 0.00 |
| 12/28/2021 | 4100000004 | Wright, David L | PERS | 401 | 8.00 | 0.00 |
| 12/29/2021 | 4100000004 | Wright, David L | VAC | 401 | 8.00 | 0.00 |
| 12/30/2021 | 4100000004 | Wright, David L | HOL | 401 | 8.00 | 0.00 |
| 12/31/2021 | 4100000004 | Wright, David L | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4100000004 | | | | | 40.00 | 2.00 |
| 12/27/2021 | 4100000005 | Sandford, Jay E | 15X | 401 | 0.00 | 2.00 |
| | | - plow and salt streets | | | | |
| 12/27/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 4.00 | 0.00 |
| | | - plow and salt streets | | | | |
| 12/27/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 4.00 | 0.00 |
| | | - plow and salt streets | | | | |
| 12/28/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 2.00 | 0.00 |
| | | - salt local streets | | | | |
| 12/28/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - stakings and shut off water on morrish rd | | | | |
| 12/28/2021 | 4100000005 | Sandford, Jay E | REG | 401 | 3.00 | 0.00 |
| | | - City Council Packet | | | | |

From: 11/20/2021 To: 12/31/2021

Grouped By: Employee ID

| Date | Employee ID | Employee Name | Pay Code ID | Department | Reg Hours | OT Hours |
|-------------------------------------|-----------------|--|-------------|------------|-----------|----------|
| 12/29/2021 | 4100000005 | Sandford, Jay E | VAC | 401 | 8.00 | 0.00 |
| | | - vacation | | | | |
| 12/30/2021 | 4100000005 | Sandford, Jay E | HOL | 401 | 8.00 | 0.00 |
| | | - holiday | | | | |
| 12/31/2021 | 4100000005 | Sandford, Jay E | HOL | 401 | 8.00 | 0.00 |
| | | - holiday | | | | |
| ----- | | | | | | |
| Total For Employee: 4100000005 | | | | | 40.00 | 2.00 |
| 12/27/2021 | 440000000000013 | Bincsik, Robert J | VAC_SUPV | 202 | 8.00 | 0.00 |
| 12/28/2021 | 440000000000013 | Bincsik, Robert J | VAC_SUPV | 202 | 8.00 | 0.00 |
| 12/29/2021 | 440000000000013 | Bincsik, Robert J | VAC_SUPV | 202 | 8.00 | 0.00 |
| 12/30/2021 | 440000000000013 | Bincsik, Robert J | HOL | 202 | 8.00 | 0.00 |
| 12/31/2021 | 440000000000013 | Bincsik, Robert J | HOL | 202 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 440000000000013 | | | | | 40.00 | 0.00 |
| 12/27/2021 | 4400000009 | Bosas, Rebecca M | 15X | 401 | 0.00 | 2.50 |
| | | - Plowed/salted | | | | |
| 12/27/2021 | 4400000009 | Bosas, Rebecca M | 15X | 401 | 0.00 | 0.50 |
| | | - Dirty water complaints. Fielded calls from Country Meadow resident | | | | |
| 12/27/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 1.00 | 0.00 |
| | | - Misstdigs | | | | |
| 12/27/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| 12/27/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 3.00 | 0.00 |
| 12/28/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 8.00 | 0.00 |
| 12/29/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| 12/29/2021 | 4400000009 | Bosas, Rebecca M | REG | 401 | 4.00 | 0.00 |
| 12/30/2021 | 4400000009 | Bosas, Rebecca M | HOL | 401 | 8.00 | 0.00 |
| 12/31/2021 | 4400000009 | Bosas, Rebecca M | HOL | 401 | 8.00 | 0.00 |
| ----- | | | | | | |
| Total For Employee: 4400000009 | | | | | 40.00 | 3.00 |
| Grand Total: | | | | | 1,254.00 | 31.00 |

| December 2021 | MILES DRIVEN | | GALLONS GAS PURCHASED | | GALLONS DIESEL PURCHASED |
|----------------------------|---------------|--|-----------------------|--|--------------------------|
| #6-16 2WD gas | | | | | |
| #1-20 4WD diesel | | | | | |
| #7-15 4WD gas | 277.0 | | | | 23.0 |
| #3-08 P/U 4WD gas | 352.0 | | 39.0 | | |
| #10-18 P/U diesel | 166.0 | | | | 18.0 |
| #2-08 P/U 4WD gas | 185.0 | | 23.3 | | |
| #6-00 BACKHOE diesel | | | | | |
| #11 DUMP gas | | | | | |
| #12-02 DUMP diesel | 230.0 | | | | 66.0 |
| #12-04 DUMP diesel | 308.0 | | | | 121.0 |
| #12-99 GENERATOR gas | | | | | |
| #17 CASE BACKHOE diesel | | | | | |
| #19 JD TRACTOR diesel | | | | | |
| #06-99 BUCKET TRUCK gas | | | | | |
| #21 WOOD CHIPPER diesel | | | | | |
| #807 STREET SWEEPER diesel | | | | | |
| #42 ASPHALT HEATER diesel | | | | | |
| #37 TRAIL ARROW | | | | | |
| #10-15 GEN gas | | | | | |
| #5-18 KUBOTA (Hours) | | | | | |
| gas can | | | | | |
| TOTAL | 1518.0 | | 62.3 | | 228.0 |

**Public Works
Monthly Work Orders**

01/05/22

| Work Order # Work Order Status | Location ID | Customer Name Service Address | Date Recd Date Comp | Type |
|-----------------------------------|---------------------|---------------------------------------|------------------------|----------------------|
| FNRD21-2008 COMPLETED | VI10-004486-0000-02 | HAJEC, WALTER 4486 VIRGINIA CT | 12/01/21 12/01/21 | FINAL READ |
| FNRD21-2009 COMPLETED | LU10-009161-0000-01 | SMITH, GERALDINE R 9161 LUEA LN | 12/01/21 12/01/21 | FINAL READ |
| FNRD21-2010 COMPLETED | WI20-005022-0000-09 | FOUNTAIN, SAMANTHA 5022 WINSTON DR | 12/09/21 12/09/21 | FINAL READ |
| READ21-0894 COMPLETED | MI10-008138-0000-01 | SHARP FUNERAL HOME 8138 MILLER RD | 12/03/21 12/03/21 | READ METER |
| GWO21-0635 | WI10-005363-0000-01 | ABRAMS PARK 5363 WINSHALL DR | 12/03/21 | GENERIC WORK ORDER |
| FLAG21-0224 COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK 8083 CIVIC DR | 12/05/21 12/06/21 | LOWER/RAISE FLAG |
| SI-000057 | MI10-007459-0000-01 | GILBERT, JOHN A 7459 MILLER RD | 12/07/21 | SIGNS |
| GWO21-0636 | CI10-008083-0000-01 | CITY OF SWARTZ CREEK 8083 CIVIC DR | 12/07/21 | GENERIC WORK ORDER |
| STRT21-0121 | WI10-005421-0000-03 | BARBIER, TED 5421 WINSHALL DR | 12/07/21 | STREET REPAIR |
| FLAG21-0225 COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK 8083 CIVIC DR | 12/13/21 12/13/21 | LOWER/RAISE FLAG |
| CKME21-0484 COMPLETED | EL10-003391-0000-02 | THOMAS, HEATHER 3391 ELMS RD | 12/14/21 12/15/21 | CHECK METER |
| FNRD21-2011 COMPLETED | OA10-005233-0000-03 | HAHN, PATRICK 5233 OAKVIEW DR | 12/15/21 12/15/21 | FINAL READ |
| MNT21-0375 COMPLETED | CI10-008083-0000-01 | CITY OF SWARTZ CREEK 8083 CIVIC DR | 12/14/21 12/14/21 | BUILDING MAINTENANCE |
| FNRD21-2012 COMPLETED | DA10-005178-0000-01 | NORTH, KATHLEEN 5178 DAVAL DR | 12/15/21 12/15/21 | FINAL READ |
| MTRP21-0641 COMPLETED | OA10-005323-0000-01 | ALLEN, LANA 5323 OAKVIEW DR | 12/16/21 12/16/21 | METER REPAIR |
| MTRP21-0642 COMPLETED | CH10-009112-0000-02 | LAPORTE, JOSEPH 9112 CHELMSFORD DR | 12/21/21 12/21/21 | METER REPAIR |
| CKME21-0485 COMPLETED | CH10-009127-0000-02 | SPOWL, GERALYN 9127 CHELMSFORD DR | 12/21/21 12/21/21 | CHECK METER |
| MTRP21-0643 COMPLETED | MO10-004412-0000-03 | ZAHRFELD, LOGAN 4412 MORRISH RD | 12/20/21 12/20/21 | METER REPAIR |
| CKME21-0486 COMPLETED | CH20-009301-0000-01 | HAWKS, JEFF 9301 CHESTERFIELD DR | 12/17/21 12/17/21 | CHECK METER |
| MTRP21-0644 COMPLETED | DY10-003304-0000-02 | MOSBEY, ROGER 3304 DYER RD | 12/22/21 12/22/21 | METER REPAIR |

| Work Order # | Location ID | Customer Name | Date Recd | Type |
|------------------------------|---------------------|--|----------------------|--------------------|
| Work Order Status | | Service Address | Date Comp | |
| FNRD21-2013 COMPLETED | GR10-005360-0000-01 | MATUSIK, NINA 5360 GREENLEAF DR | 12/17/21 12/17/21 | FINAL READ |
| STRT21-0122 COMPLETED | GR10-005282-0000-01 | NOVAK, DENNIS 5282 GREENLEAF DR | 12/20/21 12/20/21 | STREET REPAIR |
| WPRESS21-000032 COMPLETED | EL10-004354-0000-05 | MAC AULEY, SHIRLEY 4354 ELMS RD | 12/20/21 12/20/21 | WATER PRESSURE |
| CKME21-0487 COMPLETED | CO20-007446-0000-03 | TVARDOS, CAROL 7446 COUNTRY MEADOW DR | 12/21/21 12/21/21 | CHECK METER |
| MTRP21-0645 COMPLETED | MO10-004500-0000-04 | SHERMAN, DOUGLAS 4500 MORRISH RD | 12/27/21 01/27/22 | METER REPAIR |
| FNRD21-2014 COMPLETED | CC10-007404-0000-02 | SAYER, JOHN 7404 CROSS CREEK DR | 12/22/21 12/22/21 | FINAL READ |
| STRT21-0123 | CI10-008095-000B-01 | SENIOR CENTER 8095 CIVIC DR 000B | 12/20/21 | STREET REPAIR |
| CKME21-0488 COMPLETED | YA10-007075-0000-02 | BALLMER, BOSTON 7075 YARMY DR | 12/21/21 12/21/21 | CHECK METER |
| GWO21-0637 COMPLETED | EL10-004237-0000-01 | MCDONALD'S CORP 4237 ELMS RD | 12/22/21 12/22/21 | GENERIC WORK ORDEI |
| BXRP21-0193 CANCELLED | MI10-006376-0000-01 | KRZYKWA, STANLEY 6376 MILLER RD | 12/27/21 12/27/21 | CURB BOX REPAIR |
| WOFF22-2404 COMPLETED | MO10-005200-0000-07 | RANDALL, DAVID 5200 MORRISH RD | 12/27/21 12/27/21 | WATER TURN OFF |

Total Records: 31

Report Generated: 1/5/2022 7:55 AM

Report Options: Scheduled From: 12/1/2021 To: 12/31/2021



DIXON
ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

December 15, 2021

Mr. Adam Zettel, City Manager
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

Subject: Inspection Services Proposal for 300,000 Gallon Toro Ellipse Elevated Tank

Dear Mr. Zettel:

Enclosed is a maintenance proposal for a drained inspection of the 300,000 gallon toro ellipse.

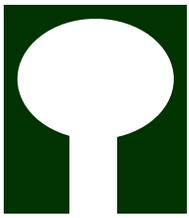
Our Proposal/Contract form consists of the Contract Provisions and Schedules A, B, and C. Schedule A includes a detailed Scope of Services for both the Owner and DIXON. Schedule B includes fees and terms of payment. Schedule C provides billing rates for additional services that may be provided during the inspection. The Proposal/Contract form becomes a Contract when the proposal is accepted and signed by the Owner, and then signed by DIXON.

We appreciate the opportunity to submit this proposal. If you have any questions, please feel free to contact me at (517) 202-5602 or thomas.rounds@dixonengineering.net.

FOR DIXON ENGINEERING, INC.,

Thomas Rounds
Project Manager

Enclosure



DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND DIXON
FOR PROFESSIONAL SERVICES
*300,000 Gallon Toro Ellipse, #22-25-10-01***

THIS IS AN AGREEMENT effective as of [] (“Effective Date”) between [City of Swartz Creek, Michigan] (“Owner”) and Engineer (“Dixon Engineering, Inc.”).

1.01 SIGNATURES:

Thomas Rounds, Project Manager

December 15,
2021

PROPOSED by DIXON (not a contract until approved by Project Manager or Officer)

Proposal Date

CONTRACT Approved by Owner

Position

Date

CO SIGNATURE (If Required)

Date

CONTRACT APPROVED by DIXON PROJECT MANAGER

Date

Address for OWNER’S receipt of Notices

[Redacted address lines]

Address for DIXON’S receipt of Notices

1104 Third Avenue
Lake Odessa, MI 48849

1.02 CONTRACT/PROPOSAL:

- A. Signatures acknowledge that this Contract consists of **10** pages.
- B. Owner’s Project, of which DIXON’s services under this Agreement are a part, is generally identified as follows: **300,000 Gallon Toro Ellipse Elevated Tank** (“Project”).
- C. DIXON’s services under this Agreement are generally identified as follows, and further definition of Services by both Owner and DIXON are included as **Maintenance Inspection Services (Dry) per Schedule A**

EJCDC® E-520, 2015 Edition of Short Form of Agreement Between Owner and DIXON for Professional Services. DIXON is required to notify all parties that under license to EJCDC DIXON has made minor modifications, and that this is therefore not an EJCDC document.

Owner and DIXON further agree as follows:

2.01 BASIC AGREEMENT:

- A. DIXON shall provide or furnish the Services set forth in this Agreement. Services are delineated for both the Owner and DIXON in Schedule A – Scope of Services. If authorized by Owner, or if required because of changes in the Project, DIXON shall furnish services in addition to those set forth above (“Additional Services”).
- B. DIXON shall complete its Services within a reasonable period of time.
- C. If, through no fault of DIXON, such periods of time or dates are changed, or the orderly and continuous progress of DIXON’s Services is impaired, or DIXON’s Services are delayed or suspended, then the time for completion of DIXON’s Services, and the rates and amounts of DIXON’s compensation, shall be adjusted equitably.

3.01 PAYMENT PROCEDURES:

- A. Invoices: DIXON will prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. Additional financial terms are found in Schedule B.
- B. Payment: As compensation for DIXON providing or furnishing Services and Additional Services, Owner shall pay DIXON as set forth in Paragraphs 3.01 (Payment Procedures), 3.02 (Basis of Payment), and 3.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise DIXON in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

3.02 BASIS OF PAYMENT:

- A. Owner shall pay DIXON for services as follows:
 - 1. Lump Sum amount of **Three Thousand, Six Hundred dollars (\$3,600.00)**. See Schedule B for cost breakdown of services.

3.03 ADDITIONAL SERVICES: For Additional Services, Owner shall pay DIXON an amount equal to the cumulative hours charged in providing the Additional Services by each of DIXON’s employees, times standard hourly rates for each applicable billing classification; plus reimbursement of expenses incurred in connection with providing the Additional Services and DIXON’s consultants’ charges, if any. DIXON's standard hourly rates and terms are attached as Schedule C.

4.01 ATTACHMENTS:

- 1. Schedule A – Scope of Work of both the Owner and DIXON.
- 2. Schedule B – Cost breakdown per phase of Work and Additional Terms of Payments.
- 3. Schedule C – DIXON Employee Billable Rates and Terms.

SCHEDULE A
Maintenance Inspection (Dry)
300,000 Gallon Toro Ellipse, #22-25-10-01
Swartz Creek, Michigan

A. Scope of Services Performed by Owner (Drained):

1. Provide scheduling for mutually agreeable inspection date.
2. Provide access to DIXON personnel to all areas scheduled for inspection.
3. Provide insurance for Owner's personnel. They are not covered by DIXON's insurance.
4. The Owner is not required to provide personnel to climb the tank; however, he is welcome to do so. A hard hat is required on this employee and any employee on the ground. DIXON does carry additional safety harnesses which can be used by the Owner's personnel; however, if the tank contains a fall prevention device, that device should be used. DIXON personnel carry their own personal safety equipment for that purpose. DIXON will assist the Owner's personnel in inspecting the exterior of the tank on the balcony and roof.

B. Scope of Services Performed by DIXON (Steel – Drained):

1. Inspect the tank's coating for remaining intactness and anticipated life. Review all girders and appurtenances for possible structural damage from corrosion.
2. Review all interior surfaces for corrosion and/or damage, and quantify damage for repairs. All repairs are to be quantified by extrapolation of a measured area. All quantities are estimates (usually high) because corrosion will continue between inspection and repair.
3. Inspect the exterior coating and perform ASTM adhesion tests where coating adhesion is questionable. If it is evident that repainting is not necessary for several years, no destructive adhesion tests will be performed.
4. Review all exterior appurtenances for damage due to corrosion.
5. Review the exterior of the exposed foundations.
6. Review all safety requirements for ladders, cages, etc.
7. Review all health requirements of the tank, including screening of the vent, overflow pipe, and other possible contamination sources. Notification of failed areas will be provided to the Owner on site.
8. Prepare a report documenting all items found and recommendations for repair, including budgetary items. The engineering report is to include: Conclusions and recommendations, base report, and digital photographs with descriptions.

SCHEDULE B
Maintenance Inspection (Dry)
300,000 Gallon Toro Ellipse, #22-25-10-01
Swartz Creek, Michigan

1. Payment for Items 1 through 8, travel time, and preparation of report as outlined in Schedule A – Scope of Services Performed by DIXON is a lump sum amount of **\$3,600.00**.
2. All DIXON service invoices which are outstanding more than sixty (60) days from invoice date shall be assessed (DIXON's favor) one percent (1%) per month interest from date thirty days after invoice date.

SCHEDULE C
Michigan
Employee Billable Rates and Terms

| <u>Labor Class</u> | <u>Per Hour</u> | <u>Overtime Rate</u> |
|---|---------------------|----------------------|
| Principal..... | \$265.00 | |
| Project Manager..... | \$160.00 | \$240.00 |
| Engineer..... | \$165.00 | \$248.00 |
| CWI Welding RPR..... | \$160.00 – \$175.00 | \$240.00 – \$263.00 |
| DIXON Level 3 or NACE certified Level 3 RPR | \$110.00 – \$145.00 | \$165.00 – \$217.00 |
| DIXON Level 2 or NACE Level 2 RPR | \$100.00 – \$125.00 | \$150.00 – \$188.00 |
| DIXON Level 1 or NACE Level 1 RPR | \$90.00 – \$109.00 | \$135.00 – \$164.00 |
| Contract Support Staff..... | \$115.00 – \$140.00 | \$173.00 – \$210.00 |

| <u>Expenses</u> | <u>Metropolitan</u> | <u>Out-State</u> |
|-----------------|---------------------|-------------------|
| Mileage..... | \$0.75/mile + tolls | \$0.65/mile |
| Lodging..... | \$148.00 per diem | \$138.00 per diem |
| Meals..... | \$48.00 per diem | \$41.00 per diem |

FEES EFFECTIVE THROUGH: December 31, 2021

(Revised: 8/6/2020)

EJCDC® E-520, 2015 Edition of Short Form of Agreement Between Owner and DIXON for Professional Services. DIXON is required to notify all parties that under license to EJCDC DIXON has made minor modifications, and that this is therefore not an EJCDC document.

Owner and DIXON further agree as follows:

5.01 TERMINATION:

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay DIXON for its services is a substantial failure to perform and a basis for termination.
 - b. By DIXON:
 - 1) upon seven days written notice if Owner demands that DIXON furnish or perform services contrary to DIXON's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the DIXON's Services are delayed for more than 90 days for reasons beyond DIXON's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 7.01.I.
 - c. DIXON shall have no liability to Owner on account of a termination for cause by DIXON.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 5.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
 - 2. For convenience, by Owner effective upon DIXON's receipt of written notice from Owner.
- B. In the event of any termination under Paragraph 5.01, DIXON will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services
- C. Effective Date of Termination: The terminating party under Paragraph 5.01.A.1 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow DIXON to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files. Costs associated with any further work that is needed to prevent adverse impact on the project are to be negotiated and considered Additional Services.

6.01 SUCCESSORS, ASSIGNS, AND BENEFICIARIES:

- A. Owner and DIXON are hereby bound and the successors, executors, administrators, and legal representatives of Owner and DIXON (and to the extent permitted by Paragraph 6.01.B the assigns of Owner and DIXON) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor DIXON may assign, sublet, or transfer any rights under or interest in this Agreement without the written consent of the other party, except to the extent that any

assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or DIXON to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and DIXON and not for the benefit of any other party.

7.01 GENERAL CONSIDERATIONS:

- A. The standard of care for all professional related services performed or furnished by DIXON under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. DIXON makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by DIXON. Subject to the foregoing standard of care, DIXON and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. DIXON shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall DIXON have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. DIXON shall not be responsible for the acts or omissions of any Constructor.
- C. DIXON neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work without regard to DIXON's relation to that Work.
- D. DIXON's opinions (if any) of probable construction cost are to be made on the basis of DIXON's experience, qualifications, and general familiarity with the construction industry. However, because DIXON has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, DIXON cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by DIXON. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- E. DIXON shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by DIXON or its consultants.
- F. All documents prepared or furnished by DIXON are instruments of service, and DIXON retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by DIXON of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:

EJCDC® E-520, 2015 Edition of Short Form of Agreement Between Owner and DIXON for Professional Services. DIXON is required to notify all parties that under license to EJCDC DIXON has made minor modifications, and that this is therefore not an EJCDC document.

1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by DIXON, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by DIXON;
 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by DIXON, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to DIXON or to its officers, directors, members, partners, agents, employees, and consultants;
 3. Owner shall indemnify and hold harmless DIXON and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by DIXON; and such limited license to Owner shall not create any rights in third parties.
- G. Owner and DIXON may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. To the fullest extent permitted by law, Owner and DIXON (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that DIXON's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by DIXON, whichever is greater.
1. Limitation of Liability: DIXON and Owner agree that they shall each be responsible for their own negligence and that neither party shall, under any circumstances, be responsible for the negligent acts or omissions of the other party.
 2. Percentage Share of Negligence: To the fullest extent permitted by law, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of Owner, and all other negligent entities and individuals.
- I. The parties acknowledge that DIXON's Services do not include any services related to unknown or undisclosed Constituents of Concern. If DIXON or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then DIXON may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
1. Constituents of Concern normally associated with coating projects can be hidden or occur as a result of the Work. These include metals and organic solvents. These material still are considered as Constituents of Concern only they are known or anticipated. But these constituents of concern, including lead, chrome, cadmium, mercury, and coating solvents shall not be a trigger for project termination by either DIXON or Owner.
- J. Owner and DIXON agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If Owner/DIXON negotiations are unsuccessful in resolving the dispute,

then the dispute shall be negotiated by a third party agreeable to both parties and the neutral negotiator's determination shall be legally binding on both parties.

- K. This Agreement is to be governed by the law of the state in which the Project is located.
- L. DIXON's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

8.01 TOTAL AGREEMENT:

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and DIXON and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

9.01 DEFINITIONS:

- A. Constructor – Any person or entity (not including the DIXON, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. Constituent of Concern – Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

From:) _____
To: _____
Cc: _____
Subject: Congratulations – Match on Main Grant Award
Date: Tuesday, December 14, 2021 1:51:21 PM
Attachments: [medc-background-review---form-for-nonprofits-municipalities-and-institutions-of-higher-education.pdf](#)

Dear City of Swartz Creek & AVH Lockhart LLC –

Congratulations! Based on a competitive application and state-wide review process, AVH Lockhart LLC dba Burrito Bro’s/Back Alley Subs has been selected to receive a Match on Main grant in the amount of \$25,000. The MEDC will be sending out an official press release announcing the awardees no later than Thursday, December 16th. We ask that you withhold from sharing this information publicly, including on social platforms or with local media until the MEDC press release is published.

The MEDC will be conducting background reviews for the person managing the incentive on behalf of the applicant. The business will not have to complete a background review. Please complete the attached form and submit it back to me by **5pm on Thursday, December 16th**. While completing the form, please reference the Instructions titled “Completing the Forms” (pages 4 and 10) and/or the “Frequently Asked Questions” document located at <https://www.michiganbusiness.org/background/>. If you have additional questions, please do not hesitate to reach out to me directly.

Following the completion of the background review, the MEDC will enter into a grant agreement with the applicant organization. The business will not be required to sign the agreement upon execution but will sign a certification along with the applicant organization when requesting the disbursement of funds once the project is completed.

For reference, you can access the [program timeline](#) to provide some expectation of when you can expect the background review and grant agreement execution to be complete. To increase communication efforts both the applicant organization and the business owner contacts are included on this email. Please include all parties any time you have comments or questions to keep all informed.

If you have any additional questions or concerns moving forward, please contact me.

Chelsea Beckman, EDFP

Small Business Specialist, Community Development

Michigan Economic Development Corporation

300 N. Washington Square | Lansing, MI 48913

Mobile: 989.475.7015 | Email: beckmanc1@michigan.org

✉ Sign up for the MEDC’s [Community Development Newsletter!](#)

This message contains information which may be confidential and privileged. Unless you are the intended recipient (or authorized to receive this message for the intended recipient), you may not use, copy, disseminate or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail, and delete the message. Thank you very much.



American Rescue Plan Act Local Funding Application

Application for projects outlined under the ARPA policy guidance.

Applicant Information

| | | | |
|------------------------------------|-----------|--|-------------------------------------|
| Community: City of Swartz Creek | | Primary Contact Person: Adam Zettel, ACIP | |
| Address: 8083 Civic Drive | | Email: azettel@cityofswartzcreek.org | |
| City: Swartz Creek | State: MI | ZIP: 48473 | Phone: 810.287.2147 or 810.635.4464 |

Project Information

| | | |
|--|------------------------|--|
| Project Title: Otterburn Park Activation | | |
| Location (address or geographic description): 6162 Bristol Road, between Miller and Elms Roads | Proposed Year: 2022 | Commissioner District: Debra Newman |
| <p>Summary of Project Scope of Work (please attach any additional information such as maps, etc.):</p> <p>The City of Swartz Creek is in the process of converting vacant land into a new regional active recreation resource. The park will include an 18 basket disc golf course, sledding hill, trail head, and community pavilion. The site is a city-owned 20 acre parcel between Heritage Village Subdivision and GM CCA in Swartz Creek, which is less than a mile from Genesee Valley Mall. The property is also adjacent to the Genesee Valley Trail Extension, which is planned for 2022 construction.</p> <p>Currently, the city has provided in-kind work to provide site access, a sledding hill, a parking area, and grading for the disc golf course. Broken Chains non-profit has installed disc golf baskets and launch pads, which were purchased by the city. In order to completely activate the park, the city is seeking to construct a 30' x 40' pavilion, with power and restrooms. The family of the late council member, Jentery Farmer, has committed funds to help start this project.</p> | | |

Describe how this project will benefit the community/residents:
 In a post-COVID world, active outdoor recreation is crucial. This site will function to fill a local and regional void of such assets. With the closest county parks located in Flushing and Linden, and with Clayton, Gaines, and Flint Township without active recreation resources, dedicated sites are needed in west Genesee County.

This site will provide a disc golf course in an area that is without one, and will serve approximately 60,000 regional residents with access to trails, sledding, outdoor gather space, and passive recreation. The site is to be connect to the Genesee Valley Trail, which will provide access to Flint, Elms Park in Swartz Creek, Elms School, and all connected neighborhoods in the region.

Describe key partnerships with neighboring communities or other agencies, if applicable:
 This recreational asset has been planned and pursued in conjunction with a growing relationship with Mundy Township. The city and township current share building and police services. As of 2022, they share park board members, park asset planning, and have a formal agreement for shared park maintenance services. It is this relationship that has led to a more coordinated plan for providing for new and improved recreational assets that serve our communities, as well as our other neighbors.

Funding Request

| | |
|---|--------------|
| Amount Requested: | \$150,000.00 |
| Amount Committed from Other Sources: | \$30,000.00 |
| Describe other funds currently committed to the project: The City of Swartz Creek has purchased all disc golf supplies (baskets and launch pads). The city has also performed in-kind work to create parking, a sledding, hill, and access. Additional funds have been budgeted in the amount of \$20,000. The family of the late council member Jentery Farmer is committing to raise funds, estimated at \$10,000. | |
| Total Project Cost: | \$180,000.00 |
| Project start and completion dates: May 1, 2022 commencement, with a November 30, 2022 completion date. | |

Authorized Representative Signature: _____

Questions regarding the application can be emailed to Derek Bradshaw at dbradshaw@geneseecountymi.gov.

Applications are due to GCMPC by Friday, January 14, 2022, at 4:00 PM.
 Please email all applications, including attachments, to gcmpec@geneseecountymi.gov



Where Friendships Last Forever

Adam Zettel, AICP

City Manager

810.287.2147

azettel@cityofswartzcreek.org

January 7, 2022

Sheila Taylor, Principle Planner

Room 223

1101 Beach Street

Flint, MI 48502

Subject: Otterburn Park and Miracle Commons

To Whom It May Concern,

We write this letter to affirm and attest to the partnership that the City of Swartz Creek and Mundy Township have developed concerning park and recreation amenities. Not only do our communities jointly operate a police authority and building services, as of 2020, the communities also have a formal agreement for joint operation of park maintenance services.

The relationship between our two communities has evolved to function as a park authority in all but name. In fact, the Swartz Creek Park Board is chaired by a Mundy Township resident, and there is much overlap in the planning, maintenance, and improvement of our respective park assets. The underlining intention is to serve a broader community, the western region of the county, with places and events for active recreation. The partnership enables both communities to benefit from economies of scale, to invest in unique assets that can be shared by the broader population, and to increase social capacity of our staff, volunteers, and partner organizations.

As it relates to Otterburn Park, the city seeks to provide a high-demand recreational asset in disc golf that is not otherwise available in our respective areas. Their aspirations to enable Otterburn to provide for year-round activities located on the Genesee Valley trail are essential. The gathering place provided by the pavilion will alleviate stress on the current system and provide for regional recreation.

Miracle Commons in Mundy Township will provide world-class.....

These respective projects will be essential to maintaining and enhancing fitness, mental health, local economies, and recreation in the region. The investments are perfectly attuned to a post-COVID world in which outdoor experiences are needed and home-based work in residential areas is soaring. The partnership between our communities

8083 Civic Drive

Swartz Creek Michigan 48473

Phone: (810)-635-4464

Fax: (810)-635-2887

www.cityofswartzcreek.org

ftp://cityofswartzcreek.org

December 16, 2021
Swartz Creek and Mundy Township Recreation Partnership

will be enhanced and exemplified in the cooperative planning and execution of activating these two projects.

We also subscribe that there is a pronounced need for active recreation investments in these geographies, with Clayton Township, Gaines Township, and Flint Township not currently housing any active recreation local, state, or county park land assets to supplement the local efforts for the areas approximately 60,000 people.

Please contact us should you have any questions or comments.

Sincerely,



Adam H. Zettel, AICP
City Manager
City of Swartz Creek

Otterburn Park



INTERGOVERNMENTAL AGREEMENT TO COMPLETE PORTIONS OF THE GENESEE VALLEY TRAIL EXTENSION

This intergovernmental agreement (“Agreement”) is entered into between the Charter Township of Flint (“Township”) and the City of Swartz Creek (“City”), collectively referred to as the “Parties,” to complete portions of the Genesee Valley Trail Extension within their boundaries.

RECITALS

WHEREAS, the Parties each have portions of the Genesee Valley Trail Extension passing through their respective communities; and

WHEREAS, joining with each other for the purposes of completing the Genesee Valley Trail Extension will be mutually beneficial to both Parties and their residents.

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, the Parties agree as follows:

TERMS AND CONDITIONS

1. Definitions

A. The Township is a Michigan charter township located at 1490 S. Dye Road Flint, MI 48532.

B. The City is Michigan home rule city located at 8083 Civic Drive, Swartz Creek, Michigan 48473.

C. The Project is referred to as the Genesee Valley Trail Extension and is defined as a non-motorized recreational pathway that starts at the Flint Township Park then runs up to Linden Road and through Genesee Valley Center. The Project goes through both the City from Elms Park through easements to South Dye Road, and through the Township at South Dye Road from Miller Road to Norko Drive. The total length of the Project is 1.91 miles.

D. The MDOT is the Michigan Department of Transportation, an agency within the State of Michigan responsible for providing a portion of the funds to complete the Project.

2. Term of Agreement. This Agreement shall remain in effect until the Project is completed, as determined by MDOT, or each party mutually agrees to terminate this Agreement.

3. **Project Construction.** The City will receive funds from MDOT to extend the Project through the City and the Township in exchange for the City constructing the Project.
 - a. The Township will be responsible for all costs associated with completing sections of the Project located within the Township according to MDOT engineering plans developed by OHM Advisors Project No. 4023190030.
 - b. The City will reimburse the Township with a portion of the funds the City receives from MDOT for the Project equal to 14.66% of the total funds it receives from MDOT for the .28 miles of the Project located within the Township.

4. **Liability.**
 - a. The Parties shall remain responsible for the actions of their respective employees and agents. This Agreement does not create an agency relationship between the Parties.
 - b. Nothing in this Agreement shall be construed to benefit a third party and no third parties shall have any vested rights by virtue of this Agreement. Nothing in this Agreement shall be construed as a waiver of any governmental immunity.

5. **Notices.** Any notice, demand, or communication required by this Agreement shall be completed by personal delivery or certified mail to:
 - A. Charter Township of Flint
1490 S. Dye Road
Flint, MI 48532
Attention: Township Supervisor
 - B. City of Swartz Creek
8083 Civic Dr.
Swartz Creek, MI 48473
Attention: City Manager

6. **Severability.** If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability shall not affect the remainder of this agreement which shall remain in full force and effect and enforceable in accordance with its terms.

7. **Amendment.** This Agreement may not be amended without the prior written approval of the parties.

8. **Entire Agreement.** This Agreement supersedes all previous or contemporaneous negotiations and/or agreements and constitutes the entire agreement between the parties with respect to the Project. No verbal statements or prior written materials not specifically incorporated in this Agreement have been relied upon by the parties in entering into this Agreement.

CHARTER TOWNSHIP OF FLINT

Karyn Miller, Flint Township Supervisor

Date

Manya Triplett, Flint Township Clerk

Date

CITY OF SWARTZ CREEK

David Krueger, City of Swartz Creek Mayor

Date

Connie Olger, City of Swartz Creek Clerk

Date

EMERGENCY MEDICAL SERVICES AGREEMENT

THIS AGREEMENT is made this 1st day of January, 2022 by and between Medstar, Inc., a Michigan Corporation, hereinafter referred to as “MEDSTAR”, with its registered and principal office at 380 N. Gratiot, Clinton CITY, Michigan, and the City of Swartz Creek, a Michigan municipality, with offices at 8083 Civic Drive, Swartz Creek, Michigan, hereinafter referred to as “the CITY.”

RECITALS

The technical terms and phrases used in this agreement have the definitions set out in Act No. 368 of the Michigan Public Acts of 1978, as amended, including Act No. 375 of Michigan Public Acts of 2000, as amended, and the rules and regulation promulgated by the Michigan Department of Health and Human Services (MDHHS) as amended from time to time. MEDSTAR’s responsibilities under the agreement are at all times governed by statutes, rules, and regulations pertaining to emergency medical services.

ARTICLE I **SERVICE AREA**

The CITY, as described above, shall be the primary response area for this agreement.

ARTICLE II **SERVICES PROVIDED BY MEDSTAR**

MEDSTAR shall provide advanced life support (ALS) and Basic Life Support (BLS) ambulances as appropriate for the request as determined through the recognized emergency medical dispatch information provided.

MEDSTAR may also provide expanded scope of care services to CITY residents through arrangements with health systems, accountable care organizations, payors, or other third-party arrangements designed to improve health, prevent hospitalization, provide prospective or follow-

up care or perform in-home assessments or other treatments.

ARTICLE III

PERSONNEL

MEDSTAR will furnish vehicles licensed by the Michigan Department of Health and Human Services-EMS Division (MDHHS) and staffed with personnel appropriate for the license level of each vehicle.

ARTICLE IV

MEDICAL CONTROL

MDHHS-EMS Division has designated a medical control authority for the County of Genesee under Section 20910(1)(k) of the act. Accordingly, the supervision of emergency medical services to be provided by MEDSTAR is under the direction of the Genesee County Medical Control Authority and its designated medical physician director pursuant to Section 20906 of the act.

ARTICLE V

EMERGENCY MEDICAL DISPATCH / CALL CATEGORIZATION

MEDSTAR will maintain a communication link between its dispatch center and the designated dispatch center utilized by the CITY. The CITY will each notify Genesee Central Dispatch Authority that MEDSTAR has been selected as the EMS provider within the CITY, and direct that MEDSTAR be sent to all 911 EMS requests in the respective municipality. MEDSTAR and Genesee Central Dispatch Authority will develop effective mechanisms for call hand-off and unit utilization.

| National Academy of Emergency Medical Dispatch © Standardized Response Mode/Time Matrix | | | | |
|--|--------------------------------|------------------------|----------------------------|-------------------------|
| EMD Determinant | Ambulance Response Mode | Ambulance Level | First Response Mode | Time Performance |
| Call Determinant Level | | | | |
| Echo | RLS | ALS | RLS | 8:59 / 90% |
| Delta | RLS | ALS | RLS | 8:59 / 90% |
| Charlie | RLS | ALS | N/I | 8:59 / 90% |
| Bravo | NRLS | BLS | N/I | n/a |
| Alpha | NRLS | BLS | N/I | n/a |
| Omega | Referral to Alternative Care | | | |

MEDSTAR will utilize the appropriate level and response mode for each response, as categorized through the national criteria.

ARTICLE VI

RESPONSE TIME

MEDSTAR will respond to requests for services within a safe, reasonable time consistent with the categorization of the request based on call screening process and compliance with medical control protocols. Requests requiring the highest response priority will be monitored to insure a collective 8:59 (8) minute or less ambulance response, 90% of the time. Requests that do not require emergency response will receive responses that are safe and appropriate for the clinical and response conditions present at the time.

MEDSTAR will provide the CITY’s designee quarterly reports summarizing the response time performance data.

ARTICLE VII
INDEMNITY

The parties mutually acknowledge that liability for services performed pursuant to this agreement is controlled under the applicable provisions of MCL 333.20965. MEDSTAR will name the CITY in its clinical and professional insurance policies and will defend and indemnify CITY from liability or claims arising out of MEDSTAR's performance of services under this agreement. The CITY and MEDSTAR also retain all rights to assert common law indemnification and statutory contribution.

ARTICLE VIII
TERM OF AGREEMENT

This agreement is effective as of the date first written above. The term of this agreement is a period of five (5) years from and after January 1, 2022 (or five years from the date of implementation by Genesee Central Dispatch.)

ARTICLE IX
PAYMENT AND FEES TO BE CHARGED

For all ambulance service rendered by MEDSTAR to any person residing in the primary response area, MEDSTAR will charge the fees in its Normal Service Fee Schedule for such service directly to said person, and such fees shall be in an amount not higher than those fees charged by it for similar services in each of those CITY in which it operates in and about the vicinity of the CITY.

MEDSTAR represents and warrants that the fees it charges are reasonable and customary and comparable to the fees charged by other services providers under similar circumstances. MEDSTAR will accept payment from state, federal, and commercial insurers in conformance with the policy provisions of such insurers. It is expressly understood and agreed that the CITY shall not be obligated to collect and/or pay to MEDSTAR any ambulance fees that are not paid by the responsible party.

For any services provided to an employee of any of the municipalities injured in the line of duty, MEDSTAR will bill the individual municipality or, if applicable, the municipalities worker's compensation carrier.

ARTICLE X
BASE OF OPERATIONS

Medstar's Genesee County headquarters and dispatch site is at 2219 W. Hill Rd, Mundy CITY, Michigan.

MEDSTAR deploys its ambulances and first response units from various strategic locations within and near the CITY to optimize its response time performance. If a specific municipality objects to any deployment location, it will notify MEDSTAR in writing of such objection. MEDSTAR will make reasonable efforts to remedy such concern.

ARTICLE XI
COMMITMENT TO QUALITY

A. Community Quality Committee: Each municipality represented in this agreement will be invited to send up to two representatives to the quarterly meetings of the Medstar Community Quality Committee, in which overall Medstar clinical, public education, safety, response time, injury/illness prevention, and other metrics are discussed with local leaders. Representatives may be asked to participate in specific workgroups or subcommittees to develop new Medstar community service initiatives and programs and may be asked to represent the Community Quality Committee on the Medstar Physician Leadership Committee, or the Medstar Board of Directors.

B. Patient Satisfaction Survey: MEDSTAR shall randomly survey patients receiving services regarding customer satisfaction through the utilization of an independent, nationally benchmarked patient satisfaction survey. Survey data will be furnished on a quarterly basis to the identified representative for each municipality. Any complaints or significant negative feedback will be provided to the representative on a quarterly basis, along with MEDSTAR investigation findings regarding the incident. It is expressly understood that MEDSTAR will not share protected health information (PHI) when reporting the investigation or findings.

- C. CAAS Accreditation:** MEDSTAR will maintain accreditation with the Commission on Accreditation of Ambulance Services (CAAS) throughout this agreement.
- D. 24 Hour Access-**Medstar will provide an Operations Supervisor dedicated to the Genesee County Operations on duty 24 hours per day, 365 days per year. Contact information for the on-duty Supervisor will be provided to all public safety leadership personnel within the CITY, and is also available through the Medstar Communications Center.
- E. Quality Assurance Plan/Policy:** MEDSTAR shall maintain a quality assurance plan/policy to continually assess the quality of treatment by emergency medical service personnel. A copy of the plan/policy shall be available for review by the CITY.
- F. Complaint Resolution:** In the event one of the municipalities receives a complaint about the performance of any services under this Agreement, the municipality shall forward the complaint to MEDSTAR, who will review and investigate the complaint and provide a written report of the investigation within ten (10) days of the receipt of the complaint.
- G. Incident Command System:** MEDSTAR will provide annual incident command system training for ambulance personnel operating in the CITY, detailing their respective role and responsibilities within the framework of the Incident Command System.
- H. Resource for Public Safety Agency Training:** MEDSTAR will serve as a resource for EMS training for the CITY Fire Department, as requested. This shall include CPR, first aid, blood borne pathogen, and other related training. Any fees required for applicable training will be provided at cost, including instructor time and resource expenses.
- I. Public Education:** MEDSTAR shall serve as a resource for EMS related public education such as CPR and first aid for interested civic groups.
- J. Mutual Aid:** MEDSTAR will maintain mutual aid agreements with other EMS providers for any period of volume overload or mass casualty incident.
- K. Computer Aided Dispatch System:** MEDSTAR shall utilize a computer-aided dispatch system, which provides for optimum system deployment. MEDSTAR shall equip all of its vehicles with a GPS mapping system and mobile data terminals.

ARTICLE XII

INSURANCE

MEDSTAR shall secure and maintain throughout the term of this agreement insurance coverage described below from companies in a form and amount acceptable to the CITY:

- A. Worker’s Compensation and Employees Liability Insurance in compliance with the statutes of the State of Michigan for the personnel provided by MEDSTAR.
- B. Comprehensive General Liability Insurance (which includes professional liability) and Automobile Liability Insurance in the amounts set forth below
- C. General Liability - \$1,000,000 per occurrence; \$3,000,000 in the aggregate.
Automobile Liability - \$1,000,000 combined single limit
- D. CITY shall be named as Additional Insured on such policies. Such insurance shall be primary for any liability of MEDSTAR arising out of its indemnification of CITY pursuant to Article VIII.
- E. MEDSTAR shall also maintain Excess Liability in the amount of \$10,000,000.

ARTICLE XIII

INDEPENDENT CONTRACTOR

It is expressly understood and agreed that MEDSTAR is an independent contractor for all purposes under the terms of this agreement, and it is not intended to be an agent, servant, employee, or appointee of the CITY.

ARTICLE XIV

COMPLIANCE WITH LAWS

MEDSTAR agrees that it shall comply with Federal and Michigan law and ordinances of the CITY in all matters relating to or arising out of this agreement included, by way of example, and not limited to, all laws and ordinances concerning licensing, training, or personnel and operation of motor vehicles.

ARTICLE XV
TERMINATION

If CITY wishes to depart from this agreement, they may do so upon delivery of written notice of termination not less than ninety (90) days prior to the effective date thereof. Such notices shall be deemed duly made if deposited in the United State mail with proper postage for first class postage addressed to the following addresses of the respective parties:

City of Swartz Creek
Adam Zettel, Manager
8083 Civic Center Drive
Swartz Creek, MI 48473

Medstar, Inc.
Kolby Miller, Chief Executive Officer
380 N. Gratiot Ave.
Clinton CITY, MI 48036

At least 60 days prior to the effective date of such termination, the parties will meet in person to discuss the reason for the CITY's Notice of Termination, and MEDSTAR will have 30 days thereafter to address the concerns that prompted the CITY to give Notice of Termination.

ARTICLE XVI
COMPLETE AGREEMENT

Each of the parties expressly covenant and agree that this instrument constitutes the complete agreement between the parties. There are no other oral or written agreements of any nature pertaining to any matter or thing relating to the subject matter of this agreement. This agreement may be extended to other municipalities by mutual consent of all parties.

ARTICLE XVII
NON-DISCRIMINATION

All parties agree that any services to be provided shall be provided in a manner which is not discriminatory on the basis of race, religion, color, national origin, sex, age, height, weight, handicap, AIDS, HIV, hepatitis or other infectious disease, marital status, sexual preference, or any other protected classification or source of payment.

The parties have executed this agreement as of the date and year written above.

CITY of Swartz Creek

BY: _____

Adam Zettel, CITY MANAGER

Medstar, Inc.

BY: _____

Kolby Miller, Chief Executive Officer



Tim Jones
Executive Director

Dave Plumb
Deputy Director

Executive Board

Chairman
Mark Emmendorfer
Supervisor
Montrose Township

December 28, 2021

Vice Chairman
Fred Thorsby
Supervisor
Flushing Township

General Membership Member
Genesee County 9-1-1 Authority

Secretary/Treasurer
Scott Bennett
Supervisor
Grand Blanc Township

Happy Holidays to you!

Clyde Edwards
City Administrator
City of Flint

As you are aware, Consortium administration is considering recommending approval of municipal exclusive service contracts with EMS companies.

Thomas Spillane
Supervisor
Clayton Township

Consortium General Counsel Anthony Chubb is negotiating an indemnity and defense agreement with any contracted EMS provider, which is currently the only proposed exclusive service contract provider of Consortium members. He will additionally require an Ordinance or Resolution by each municipality entering these agreements that explicitly sets out the following:

Karyn Miller
Supervisor
Flint Township

- The Municipality, pursuant to its police powers and authority, recognizes that EMS provider as set forth in its contract; with any contracted EMS provider;
- The Municipality directs the Consortium to dispatch a contracted EMS provider exclusively within its jurisdiction, subject to applicable backup service agreements;
- The Municipality holds the Consortium harmless from any claims the Municipality may have against the Consortium arising from Consortium recognition of the EMS services contract.

Paul Fortino
Supervisor
Gaines Township

Sam Stiff
President
Gaines Village

Vicki Corlew
City Manager
Mt. Morris City

Ellen Ellenberg
Commissioner
Genesee County

Meredith Davis
Commissioner
Genesee County

If it is your communities wishes to pursue this request please supply all documentation to me by February 1, 2022 by 12 noon. This documentation will then be forwarded to Attorney Anthony Chubb for review.

F/Lt. Yvonne Brantley
Commander
Michigan State Police

This EMS item will be added to the February 8, 2022 Executive Board agenda.

Chris Swanson
Sheriff
Genesee County

Respectfully,

Tim Jones

Tim Jones
Executive Director