

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, February 14, 2022, 6:00 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 January 24, 2022 MOTION Pg. 26
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. 37
6C. Planning Commission/ZBA Annual Report Pg. 66
7. **MEETING OPENED TO THE PUBLIC:**
7A. General Public Comments
8. **COUNCIL BUSINESS:**
8A. Planning Commission Appointment RESO Pg. 23
8B. Council Meeting Ordinance RESO Pg. 24
8C. Elms Park Reservations FORTHCOMING
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 25

Next Month Calendar

Fire Board:	Monday, February 21, 2022, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, February 16, 2022, 6:00 p.m., PDBMB
City Council:	Monday, February 28, 2022, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, February 23, 2022, 10:00 a.m., Metro HQ
Planning Commission:	Tuesday, March 1, 2022, 7:00 p.m., PDBMB
Park Board:	Wednesday, March 2, 2022, 5:30 p.m., PDBMB
Downtown Development Authority:	Thursday, March 10, 2022, 6:00 p.m., PDBMB
City Council	Monday, March 14, 2022, 7:00 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, FEBRUARY 14, 2022, 6:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **February 14, 2022** starting at 6:00 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:

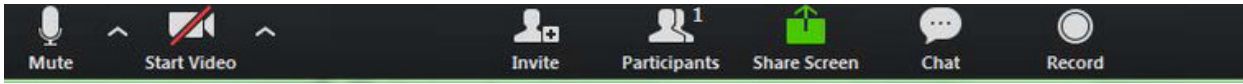
1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

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: February 14, 2022 06:00 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, February 14, 2022 - 6:00 P.M.

TO: *Honorable Mayor, Mayor, Pro-Tem & Council Members*

FROM: Adam Zettel, City Manager

DATE: February 9, 2022

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

✓ **MICHIGAN TAX TRIBUNAL APPEALS** *(Update)*

The city approved the appraisal for the Meijer Store, and our appraisal has been submitted to the MTT for initial review. The value determination is about \$11M. The petitioner appraisal came in a little over \$7M. While the difference is quite large, the gap on this valuation is substantially lower than the initial petition. It is unclear if there will be an offer to settle.

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). We are hopeful that we will get funding for Miller Road, with Seymour coming in very close to being funding as well. This is not a final funding report, but we have a good feeling with the draft rankings.

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.

✓ **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** *(Update)*

A large lining program has been approved. This will finish up most of downtown and include Miller, from Elms to Morrish. Televising of lines is occurring now. Once complete, the lining will commence. (Note that we had a backup on February 9th on Miller in this area).

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** *(Update)*

The west Miller, Morrish, Bristol Road, and Village segments are complete. The contractor is completing the final component of USDA phase I, which is the Miller Road segment from Elms to Raubinger. The weather has slowed them, but they continue.

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. At this point, we are calculating our fiscal year 2025 budget, as required by USDA. This will set the table for calculation of our eligibility for any grant funds. We are closer than ever to getting this submitted for final review.

This project will help us afford the remainder of the Winchester Village Streets:

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (South of Miller)

To align our water main and street projects, we needed to skip 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.

Rob and I are working with OHM to submit a final Emergency Response Plan to the feds as well.

✓ **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.

I have previously attached the proposal from our meter supplier. Staff will look to include the cost for this conversion in the next budget and see how things shake out. In the meantime, I need to affirm our rights on the tower at 4355 Elms Road. It is proving more difficult to contact the owner than we would like.

✓ **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** (*No Change of Status*)

The winter newsletter is definitely out. We included 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. 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. 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. The school declared the option to sell to Communities First to be in default. As such, it appears there is no development future for **Mary Crapo**. 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. (**Update**) The **school bond** passed and many improvements have occurred and many are expected throughout the district. The school is currently seeking approval from the county for additional improvements and paving at the middle and high schools. 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 2022** is done! Morrish Road will be bid soon!
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.

9. **(Update) The Diesel Pro building** on south Morrish burned down just after Christmas. They are looking to rebuild the facility on site. I expect a site plan this spring.
10. **(Update) The southwest corner of Elms & Miller** is seeing some increased activity. This is likely due to the consolidation of two more properties at a recent auction, greatly expanding the available footprint.

✓ **TAP/DNR TRAIL (Update)**

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.

✓ **SAFE ROUTES TO SCHOOL (No Change of Status)**

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 (No Change of Status)**

Burrito Bros, 8013 Miller, is applying for the Development District Liquor License. The council has resolved to support this. 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*)

The Wade Street property is in the flood plain. J.W. Morgan was looking at it, but they have their hands full elsewhere, and this is a marginal site. I think we should consider looking to sell the property to a neighbor or having a home built ourselves. For the later option, I suspect we will not get our money back in the sale. However, we can take a tax exempt property with annual maintenance costs and put it on the tax rolls. Doing so would provide over \$1,000 a year to our respective local levies & assessments...forever.

✓ **8002 MILLER** (*Update*)

The tenant has paid the money owing during the court action and is now current through January 31st. As of writing, water & sewer are overdue, along with February rent.

The lease is also due to expire next month. Should the tenant remain, they will be in a 'holding over' provision, which allows them to stay on a month-to-month basis which includes a 10% rent increase.

✓ **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 these 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** (*Update*)

CIB, in conjunction with Smith Group, are working on the Master Plan/DDA Plan. We have a relatively complete working draft that has been sent out with the planning commission and DDA packets. Please take a look!

The planning commission will be meeting on March 1st to go over the plan. The DDA will be formally invited, but all council and park board members should also consider attendance.

Formalization of the plan is likely going to be in spring of 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)*

Big news is out for ARPA aid to the city. Because our amount is under \$10,000,000, we can account for the funds as revenue loss. This will make use and reporting extremely easy. We no longer need to stick to the specific eligible uses that were originally outlined. With that said, I continue to propose a conservative approach.

I absolutely advise against new or special projects with these funds. There are a ton of unfunded needs in our six-year capital improvement plan that we can address, as well as routine maintenance. I suspect these funds, as spent from the general fund, will go quickly. We have needs apparent with the civic parking lot, numerous streets, park equipment, city hall flooring/furnishes, public safety needs...the list goes on.

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

We applied for county ARPA funds to get the pavilion funded and upgraded. As such, we await news prior to working on the scope or bid documents. The previous report follows:

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 got a second proposal on cameras, including system design advice (locations, coverage, etc.). It is much higher. I also got pricing from Comcast on high-speed internet to the site. At first, they wanted us to run fiber, but this would have been over \$1,000 a month. I requested coaxial pricing, which appears to be about \$300 a month. 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.

As we consider the initial cost for security cameras, conduit, installation, and the monthly cost to operate the broad band and camera service, I think we are getting into territory where the security is costing more than the issues we are attempting to prevent. I will have this discussion with park board, but at a cost of about \$15,000 to install, and about \$5,000 a year to operate, we might be better off with the gates alone.

✓ **SEWER TRUCK** *(No Change of Status)*

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.

✓ **AMBULANCE SERVICE (Update)**

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.

Based upon our initial conversations, it appears there is a general willingness to entertain such an agreement. I do not feel the matter is fully cooked at the moment, but once the dust from the Genesee County 911 decision settles, I will be bringing an agreement to the council.

✓ **CITY COUNCIL MEETING ORDINANCE** (*Business Item*)

I am including a draft of the ordinance that I believe outlines expectations of transparency, flexibility, and a degree of reliable expectations for our meetings. Obviously, the primary location is now 8083 Civic Drive, with the time for regular meetings remaining at 7:00 p.m. However, the council has much latitude to alter the time, day, and location within the schedule adoption or at any regular meeting. For my part, I hope we continue to meet on the second and fourth Mondays as this does not conflict with any other city business and appears to generally work with established availability.

Based upon the charter provisions, we must maintain two meetings a month and continue to include the holiday provision. The charter provisions pertaining to the meetings of council, which cannot be amended by ordinance, are as follows:

Section 5.5. - Meetings of the council.

(a) The Council shall provide by ordinance for the time and place of its regular meetings and shall hold at least two regular meetings each month. If any time set for the holding of a regular meeting of the Council shall be a holiday, then such regular meeting shall be held at the same time and place on the next secular day which is not a holiday.

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

✓ **MONTHLY REPORTS** (*Update*)

We have routine departmental reports for review.

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

✓ **PLANNING COMMISSION** (*Update*)

The Planning Commission met on February 8, 2022. In addition to the discussion of the master plan draft, the commission held their annual meeting. They maintained the same slate of officers, with Wyatt as Chair, Henry as Vice-Chair, and Binder as Secretary. They also approved the 2021 annual report, which is included in the packet.

A master plan draft, dated January 26, 2022, is in circulation. This will be reviewed at the March 2nd PC meeting. The DDA is expected to attend, and all city officials are invited. This is still a working document, so please take a look and scrutinize it.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** (*Update*)

The DDA met on February 10th. They visited the master plan process, and they also considered a program that would offer financial support for downtown restaurants that pursue a MDOT logo sign (see the DDA packet for details). There is also a request to bring a monthly car show into downtown Swartz Creek on Fridays in the summer. The DDA is supportive. More information on how the event will function in terms of street closures, timing, and staffing is forthcoming. The council will need to approve any such show.

✓ **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 or December. Their next meeting is scheduled for February 16, 2022, but I suspect they will not meet until March 16th.

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

The Park Board was to meet on February 2nd, but the meeting was cancelled due to snow. Updates on trails, disc golf, and the pavilion were discussed in January. Gates have been fabricated, but the ground conditions are not conducive to an install. 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 March 2nd at the city office.

✓ **BOARD OF REVIEW (Update)**

The Board of Review is beginning their training for the March sessions. The meetings dates are March 8th 2pm for organizational meeting and March 21st 9-12 & 6-9, March 22nd & 23rd 9-12 During these sessions, they will hold the primary hearings on contestations of value for residential parcels.

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

I have been contacted by the county election supervisor regarding election inspector training and have scheduled some training here at city hall. I am also doing some inventory on election supplies and getting my order ready for the August primary. I am always in need of elections workers, if you know anyone that is interested in working, please have them contact me. 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 now have mail trays setup in the council chambers above the coat rack for councilmembers mail.

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

Water main installation on Miller Rd. continues to move toward completion. I just received an update as I'm writing this the contractor has 6 more long side services to complete and the final tie in on the west end of the project and the work will complete from a piping standpoint, less final restoration. Last weekend we had a water main break at Raubinger and Miller Rd's and have asked Dawe's to provide us with a price extending the project replacing the water main up to the creek just west of Raubinger Rd.. We are awaiting the pricing. Again 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 9 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. We have taken delivery of our new plow truck. It's a beautiful truck and if you see it out working smile and know it will provide years of reliable service to the community.

✓ **TREASURER UPDATE (Update)**

Tax collection for tax year 2021 continues through the end of February. I have begun preliminary work on the draft budget for fiscal year ending June 30, 2023. 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

✓ **APPOINTMENT (Update)**

With Mr. Cramer's appointment to the council, he is not eligible to serve on the Planning Commission. To replace him, the Mayor is recommending Mr. Thomas Currier. Mr. Currier has been a resident on Miller Road for about ten years. He has taken an interest in the planning commission over the last year and attended a number of meetings. He was particularly interested in the pond ordinance, but he has continued to involve himself in the master plan.

✓ **LABOR AGREEMENTS (Update)**

The AFSCME agreement is due to be negotiated this spring, with a start date of July 1, 2022. Agreements for exempt employees are also due, though these will likely all be individual in nature. Our efforts with this round of negotiations are to find ways to attract and retain talent, with the understanding that wages are only one piece of the puzzle and the modern workforce is much more attentive to working conditions such as flex time, remote work opportunities, independent job management, and new opportunities.

✓ **LABOR AGREEMENTS (Update)**

I expect an application to do a weekday reservation of a portion of Elms Park for a day of prayer event in May. If I get the request and supporting information prior to the meeting, I will send along an addendum with resolution.

Council Questions, Inquiries, Requests, Comments, and Notes

Ingalls Street: There continues to be an initiative to add a stop sign on Ingalls Street. I expect to get an opinion from Metro PD on the matter soon. The matter

has been exacerbated by a driver leaving the roadway and hitting a home in recent weeks. Though the issue was certainly due to excessive speeds and reckless driving that was in breach of all posted and known traffic laws, the incident is clearly being tied to the perceived need for a sign. While a new traffic control device may be warranted, I always caution council on making traffic control orders based upon popular opinion and an emotional reaction. It is far more likely that we can better control speeds through objective traffic calming methods such as narrowing, lane striping, street trees, etc.

Sidewalks: We have cleared sidewalks of snow twice this year, per the ordinance. As usual, we expect to lose a bit of money through enforcement, perhaps \$2,000 a year. This is due to the inevitable waiver of some charges for first time offenders or questionable enforcement by the contractor. Though we believe we have a tight written policy and expectations, our goal is to change habits and inform, not to penalize and earn revenue. Note that we do get complaints. Some residents believe we should not do this at all, some say we do not provide enough time/warning, some believe we provide too much time.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, February 14, 2022, 6:00 P.M.**

Motion No. 220214-4A **MINUTES – JANUARY 24, 2022**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, January 24, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220214-5A **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 February 14, 2022, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220214-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of February 14, 2022, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220214-8B **COMMISSION APPOINTMENT**

Motion by Councilmember: _____

WHEREAS, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the city council require and set terms of offices for various appointments to city boards and commissions, as well as appointments to non-city boards and commissions seeking representation by city officials; and

WHEREAS, there exists a vacancy for such a position; and

WHEREAS, said appointment is a Mayoral appointment subject to affirmation of the city council.

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

#220214-8B1 **MAYOR APPOINTMENT:** **Thomas Currier**
Planning Commission, City Resident
Remainder Three year term, expiring June 30, 2022

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 220214-8B RESOLUTION TO ADOPT ORDINANCE 458, AN ORDINANCE TO AMEND THE SECTION 2-21 OF THE ORDINANCE, REGULAR MEETINGS

Motion by Councilmember: _____

WHEREAS, the city charter outlines provisions for the regular meetings of the city council, and;

WHEREAS, the ordinance that details the regular meetings of the city council is out of date concerning the location of said meetings, and;

WHEREAS, the city council desires transparency in the establishment and amendment of the meeting schedule, as well as flexibility concerning the location and time.

THEREFORE, I MOVE the City of Swartz Creek ordains:

**CITY OF SWARTZ CREEK
ORDINANCE NO. 458**

An ordinance to amend the Code of Ordinances: Chapter 2, Section 21, Regular Meetings

THE CITY OF SWARTZ CREEK ORDAINS:

Section 3. Modify Section 2-21 of the Code of Ordinances.

The City hereby removes Section 2-21 in its entirety from the Code of Ordinances and replaces it with the following:

Sec. 2-21 Regular Meetings.

- (a) The council of the city shall hold regular meetings in regular session no less than twice each month at 7:00 p.m. at the City Hall located at 8083 Civic Drive Swartz Creek, Michigan.
- (b) If it becomes necessary or desirous to meet at a time or place other than at 7:00 p.m. at City Hall, the council shall designate the time and place of the meeting within the schedule or at the conclusion of the preceding meeting and post such notice and time change.
- (c) The schedule of regular meetings of the council for the next ensuing fiscal year (July 1 through June 30) shall be adopted by the council no later than its regular meeting in the month of June immediately proceeding said fiscal year.
- (d) If the date on which any regular meeting is scheduled shall be a holiday, then such regular meeting shall be held at the same Time and place on the next secular day which is not a holiday.

Section 2. Effective date.

This Ordinance shall take effect thirty (30) days following publication.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 220214-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of February 14, 2022.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 01/24/2022**

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

Invocation and Pledge of Allegiance.

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

Councilmembers Absent: Cramer.

Staff Present: City Manager Adam Zettel.
Staff Virtual Clerk Connie Olger & Treasurer Deanna Korth.

Others Present: Steve Long, Chief Matt Bade.

Others Virtually Attended: Lania Rocha, Bob Plumb, Dennis Cramer.

APPROVAL OF MINUTES

Resolution No. 220124-01 (Carried)

Motion by Councilmember Florence
Second by Councilmember Pinkston

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday January 10, 2022, to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 220124-02 (Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, presented for the Regular Council Meeting of January 24, 2022, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 220124-03

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of January 24, 2022, including reports and communications to be circulated and placed on file.

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

MEETING OPENED TO THE PUBLIC:

Steve Long 5356 Worchester Drive, commented on some residents being confused between Stat EMS & Med Star and concerns with Stat if that was the company we were considering for dedicated service. Mr. Zettel confirmed that it is Med Star not Stat is the company the city is considering. Mr. Zettel will inform the residents by newsletter when a decision is made.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE AN EXPANDED USE RESERVATION AND PARK FEE/DEPOSIT WAIVER FOR USE OF ELMS PARK FOR A NON-PROFIT ART EVENT

Resolution No. 220124-04

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Florence

WHEREAS, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

WHEREAS, the Swartz Creek Kiwanis Club, in conjunction with the Swartz Creek Area Art Guild and Women's Club is proposing an expanded park use reservation for Elms Park August 26-27, 2022 for the purpose of holding a public art fair; and

WHEREAS, all three groups are recognized non-profits operating in Swartz Creek that meet the requirements for an expanded use reservation; and

WHEREAS, the city park rules and regulations states that “fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.”; and

WHEREAS, the City Council finds the Swartz Creek Kiwanis Club, partnered with the Swartz Creek Area Art Guild and Women’s Club, to be a qualifying group with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the expanded use reservation of the Swartz Creek Kiwanis Club and waives all fees for the August 26-27, 2022 reservation in Elms Park.

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

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT FOR PARK PLAN AMENDMENT SERVICES

Resolution No. 220124-05

(Carried)

Motion by Councilmember Pinkston
Second by Mayor Pro Tem Hicks

WHEREAS, the City of Swartz Creek owns operates and maintains a system of parks in the community, including grounds, facilities, and equipment; and

WHEREAS, the State of Michigan requires municipalities to have a valid five year park and recreation plan on file in order to be eligible for related state support and grants; and

WHEREAS, the validity of said plans is conditioned upon the meeting of certain narrative, procedural, and technical process and content; and

WHEREAS, the current plan that the city maintains was approved by the city council in 2018 and will expire on December 31, 2022; and

WHEREAS, the city desires to retain a valid plan so that grant eligibility is not compromised and so that the community may rely on current information and goals when establishing annual park related objectives; and

WHEREAS, Rowe Professional Services Company, the creator and amender of the city’s current park plan, has submitted a professional service quote and scope of work to amend the existing plan so that it complies with the State of Michigan Department of Natural Resources requirements.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek City Council accepts the proposal, dated January 6, 2022, in the amount of \$15,000 for completion of the 2022 City of Swartz Creek Five Year Park and Recreation Plan.

BE IT FURTHER RESOLVED that the City Council hereby directs the city manager to sign the professional service proposal; to post public workshop, meeting, and hearing notices as needed; and to submit necessary documents to the DNR to secure approval of the plan.

Discussion Ensued.

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

RESOLUTION TO APPROVE A 5K FOOT RACE

Resolution No. 220124-06

(Carried)

Motion by Councilmember Florence
Second by Councilmember Henry

WHEREAS, a community member, representing the Swartz Creek Varsity Soccer Team, is planning a charity race on city sidewalks that will occur at 10:00am on April 30, 2022; and

WHEREAS, the race has been reviewed by the Chief of Police and the DPW Director, and it has been determined that no streets require closing, with runners having available sidewalk and park space to utilize.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the 5K foot race event, contingent upon the participation of private & public land owners noted on the map, and finds that the application for a street usage permit is not necessary.

BE IT FURTHER RESOLVED that the City of Swartz Creek hereby approves the usage of Holland Square and the Civic Center Parking Lot for the event in accordance with standing Plaza and Lot Usage Guidelines.

Discussion Ensued.

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

RESOLUTION TO APPROVE LEAK DETECTION PROFESSIONAL SERVICES

Resolution No. 220124-07

(Carried)

Motion by Councilmember Henry
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek owns, operates, and maintains a water distribution system, and

WHEREAS, the city has been experiencing higher than normal rates of water loss, and

WHEREAS, audits of billing accounts, large customer meters, and staff leak detection have not found significant sources of water loss, and

WHEREAS, the city is now seeking expert consultation from the Genesee County Drain Commission – Water and Waste Division, as well as other sources, to determine significant sources of loss, and

WHEREAS, Mr. Bincsik, in working with Aqua-Line Leak Detection Services of Findlay, Ohio on components of a private distribution system within the city, has found them to be capable and qualified to perform such services for the city.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council approves the proposal for such professional services, with total costs for the engagement not exceeding \$5,000 for hydrant survey leak detection services as outlined in the proposal dated January 12, 2022.

BE IT FURTHER RESOLVED, that the City Council authorizes and directs the Mayor to execute said proposal on behalf of the city and for the city Treasurer to appropriate such costs to all impacted funds as appropriate.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

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

Resolution No. 220124-08

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Florence

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 24, 2022, and further authorizes and directs the Mayor to execute said agreement.

Discussion Ensued.

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

MEETING TIME & PLACE ORDINANCE

DISCUSSION

Council consensus is to change the address noting that the council meetings are the 2nd and 4th Monday. Also, at the council's discretion from time to time the meeting date/time/location could change. Mr. Zettel will revise the ordinance and bring it to council.

RESOLUTION TO APPROVE VARIOUS AMENDMENTS TO THE INTERLOCAL AGREEMENT ESTABLISHING THE METRO POLICE AUTHORITY OF GENESEE COUNTY

Resolution No. 220124-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, on October 12, 2015, the Parties entered into the Interlocal Agreement establishing a police authority; and

WHEREAS, on September 1, 2016, the Parties entered into the Amendment No. 1 to the Interlocal Agreement whereby the title of the Interlocal Agreement was changed to the “Interlocal Agreement establishing the Metro Police Authority of Genesee County” and the name of the entity created was changed to “The Metro Police Authority of Genesee County”; and

WHEREAS, on December 1, 2018, the Parties entered into Amendment No. 2 to the Interlocal Agreement, which amended Section 3.05 setting forth how the Parties would handle prosecutions and payments from the court; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 3 to the Interlocal Agreement, which amended Section 3.04 setting forth the central operations building of the Police Authority and how the Parties would handle future buildings of the Police Authority; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 4 to the Interlocal Agreement, which further amended Section 3.05 setting forth further clarification of how the Parties would handle prosecutions and payments from the court;

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 5 to the Interlocal Agreement, which amended Section 4.02, clarifying the powers of the Police Authority Board; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 6 to the Interlocal Agreement, which amended Section 4.09, clarifying who appoints the Chief of Police and Deputy Chief of Police of the Police Authority; and

WHEREAS, on January 1, 2019, the Parties entered into Amendment No. 7 to the Interlocal Agreement, which amended Section 4.10, modifying the duties and responsibilities of the Chief of Police and created duties and responsibilities of the Deputy Chief of Police; and

WHEREAS, the Michigan Legislature has adopted new legislation regarding the Michigan Open Meetings act, which modifies the current case law regarding remote meetings and participation. The Police Authority Board is requesting Section 4.04 of the Interlocal Agreement be modified to conform to the newly adopted legislation; and

WHEREAS, representatives of the Police Authority Board feel that the Finance Committee established by Section 4.05 of the Interlocal Agreement is no longer necessary as invoices and accounts payable are emailed to the entire Police Authority Board for review prior to each Police Authority Board meeting; and

WHEREAS, in an effort to assist the Chief of Police in preparation of the budget, the Police Authority Board is requesting the Township Board and City Council to

amend the Interlocal Agreement to include a budget committee and a negotiations committee; and

WHEREAS, the Police Authority Board is requesting additional language be added to the Interlocal Agreement clarifying that the position of Deputy Chief of Police is subordinate to the Chief of Police; and

WHEREAS, the Police Authority Board is requesting additional language be added to the Interlocal Agreement clarifying that any promotion to the position of Lieutenant shall be affirmed by the Police Authority Board; and

WHEREAS, as the Police Authority Board continues to progress and evaluate how it conducts business of the Police Authority, the Police Authority Board representatives are recommending the following amendments for consideration by the Township Board and the City Council to assist the Police Authority Board in conducting business of the Police Authority in the future;

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby agrees to enter into Amendment #8 of the Interlocal Agreement as included in the City Council Packet of January 24, 2022.

BE IT FURTHER RESOLVED, the Swartz Creek City Council authorizes and directs the Mayor to execute said amendments and Agreement on behalf of the city.

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

NO: Gilbert. Motion Declared Carried.

RESOLUTION TO AMEND THE 2021-2022 COUNCIL MEETING SCHEDULE

Resolution No. 220124-10

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Henry

WHEREAS, Act 261 of the Public Acts of the State of Michigan of 1968, as amended, requires a public notice of the schedule of regular meetings of the Swartz Creek City Council be given once each calendar year or fiscal year and that said notice shall show the regular dates and times for the meeting and the place at which meetings are held; and

WHEREAS, the Act directs that notice be posted prominently at the principle office of the City of Swartz Creek or at the public building at which meetings are held or published in the newspaper of general circulation in Swartz Creek, and

WHEREAS, the city council adopted a schedule for the 2022 fiscal year on June 14, 2021 but now finds it desirous to alter the start time of the February 14, 2022 meeting.

NOW, THEREFORE BE IT RESOLVED, pursuant to the Act, public notice is hereby given that regular meeting of February 14, 2022 shall be held in the Paul D. Bueche Municipal Building Council Chambers located at 8083 Civic Drive, Swartz Creek, Michigan, 6:00 P.M.

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this resolution in a prominent place in the City Offices of the City of Swartz Creek.

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to supply forthwith, upon request, a copy of this resolution to any newspaper of general circulation in the political subdivision in which the meetings will be held and/or to any radio or television station that regularly broadcasts into the City of Swartz Creek.

Discussion Ensued.

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

RESOLUTION TO APPROVE MID-YEAR BUDGET ADJUSTMENTS

Resolution No. 220124-11

(Carried)

Motion by Councilmember Florence
Second by Councilmember Henry

WHEREAS, Act 621 of P.A. 1978 provides for a uniform budgeting system for local units of government; and

WHEREAS, Act 275 of P.A. of 1980 further prohibits deficit spending by local units of government; and

WHEREAS, the City Council has reviewed the City's 2021 – 2022 Revenue and Expenditure Report through December, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

WHEREAS, the City Council has received a Budget Amendment Summary and Revenue and Expenditure Reports reflecting proposed changes in budgeted items; and

WHEREAS, new budget amounts necessitate adjustments to the original adopted budget; and

WHEREAS, said supplemental documentation shows the new proposed revenue and expenditures by fund.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and directs the city treasurer to make all necessary mid-year budget adjustment amendments to all city funds in accordance with the supplemental documentation (pages 126 to 128) attached.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Pinkston commented on the email he received from Sandi Brill regarding the 8002 Miller Road property, Laser Flowers. Councilmember Pinkston spoke to Tonya Ketzler, who sold her flower shop and commented that their business is doing well. He is disappointed that Sandi didn't come to council to voice her concerns and she wasn't aware of many things the council has already done and there is also an apartment not just the flower shop. Mr. Zettel commented that Ms. Moore has been very uncommunicative.

Councilmember Henry referred to the city manger's report in the packet regarding the 8002 Miller Rd. property.

Councilmember Gilbert spoke about the water break at Miller & Raubinger.

Councilmember Hicks questioned if the epoxy we used on some of the roads worked. Mr. Zettel said some has worked good and other areas hasn't done so good. He has mixed reviews on it. She also suggested we do a virtual roll call. Mr. Zettel responded that he will check into it.

Councilmember Florence mentioned he saw some paperwork for a roundabout at Miller & Elms. He thinks that would be a disaster. Mr. Zettel responded it would have to be done at the city's expense and the city can't afford a roundabout.

ADJOURNMENT

Resolution No. 220124-12

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Florence

I Move the Swartz Creek City Council adjourn the regular council meeting of
January 24, 2022.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 01/01/2022 - 01/31/2022

Highlighted amount is total for that vendor

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT					
01/04/2022	GEN	50246	BLUE CROSS BLUE SHIELD OF MICHIGAN	JANUARY 2022 RETIREE HEALTH CLOINGER	1,835.88
01/10/2022	GEN	50247	U. S. POST OFFICE	POSTAGE FOR NEWSLETTER	714.67
01/13/2022	GEN	50248	ACE OUTDOOR SERVICES LLC	SNOW PLOWING/SHOVELING 12/19/21 12/27/21	1,505.00
01/13/2022	GEN	50249	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG	59.00
01/13/2022	GEN	50250	BLACKMORE ROWE INS	2022 PUBLIC OFFICIAL BOND/KORTH	100.00
01/13/2022	GEN	50251	CHASE CARD SERVICES	BLUEBEAM/ZOOM/SOAP/MIDEAL	643.53
01/13/2022	GEN	50252	CITY OF SWARTZ CREEK	UB 8059 FORTINO 9/20-12/20/21	132.59
				UB 5363 WINSHALL 9/20-12/20/21	291.76
				UB 8083 CIVIC DR 9/20-12/20/21	474.57
				UB 5121 MORRISH 9/20-12/20/21	161.58
				UB 4125 ELMS RD 9/20-12/20/20	313.58
				UB 8095 CIVIC DR 9/20-12/20/21	247.99
				UB 8100 CIVIC DR 9/20-12/20/21	669.59
					2,291.66
01/13/2022	GEN	50253	COMCAST BUSINESS	MONTHLY INVOICE 12/29/21-1/28/21	191.45
01/13/2022	GEN	50254	COMCAST BUSINESS	CITY HALL MONTHLY INVOICE 12/26/21-1/25/	248.30
01/13/2022	GEN	50255	CONSUMERS ENERGY	8011 MILLER RD 12/1-12/29/21	37.22
01/13/2022	GEN	50256	CONSUMERS ENERGY	5121 MORRISH RD 12/1-12/29/21	694.12
01/13/2022	GEN	50257	CONSUMERS ENERGY	8095 CIVIC DR 12/1-12/29/21	676.28
01/13/2022	GEN	50258	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 12/1-12	35.93
01/13/2022	GEN	50259	CONSUMERS ENERGY	9099 MILLER RD 12/1-12/29/21	34.49
01/13/2022	GEN	50260	CONSUMERS ENERGY	5361 WINSHALL DR 8369 12/1-12/29/21	32.50
01/13/2022	GEN	50261	CONSUMERS ENERGY	5257 WINSHALL DR 12/1-12/29/21	30.79
01/13/2022	GEN	50262	CONSUMERS ENERGY	8083 CIVIC DR 12/1-12/29/21	667.65
01/13/2022	GEN	50263	CONSUMERS ENERGY	8499 MILLER RD 12/1-12/29/21	31.78
01/13/2022	GEN	50264	CONSUMERS ENERGY	8059 FORTINO DR 12/1-12/29/21	34.65
01/13/2022	GEN	50265	CONSUMERS ENERGY	4510 MORRISH RD 12/1-12/29/21	43.16
01/13/2022	GEN	50266	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 12/1-12/29/21	133.62
01/13/2022	GEN	50267	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 12/1-12/31/21	31.22
01/13/2022	GEN	50268	CONSUMERS ENERGY	STREET LIGHTS 1294 12/1-12/31/21	6,367.13
01/13/2022	GEN	50269	CONSUMERS ENERGY	8100 CIVIC DR 12/1-21-1/2/22	1,503.68
01/13/2022	GEN	50270	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 12/1-1	39.42
01/13/2022	GEN	50271	CONSUMERS ENERGY	4524 MORRISH RD 12/1-12/31/21	65.98
01/13/2022	GEN	50272	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	1,982.41
01/13/2022	GEN	50273	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 12/1-12/31/21	475.95
01/13/2022	GEN	50274	CONSUMERS ENERGY	8301 CAPPY LN 11/29/21-1/2/22	434.72
01/13/2022	GEN	50275	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 12/3/21-1/3/22	98.03
01/13/2022	GEN	50276	CONSUMERS ENERGY	4125 ELMS RD 4353 12/3/21-1/3/22	34.20
01/13/2022	GEN	50277	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 12/3-1/3/22	36.05
01/13/2022	GEN	50278	CONTRACTORS PIPE AND SUPPLY CORP	UNIV. CHL TNK LEVER	15.10
01/13/2022	GEN	50279	CUMMINS BRIDGEWAY	FUEL SUPPLY TUBE	79.69
01/13/2022	GEN	50280	DANIEL L RHANOR	MOVE PHOTO CONTROL AT DPW BLD FOR BRIDGE	375.00
01/13/2022	GEN	50281	DEANNA KORTH	BANK MILEAGE DEANNA KORTH DECEMBER 2021	8.74
01/13/2022	GEN	50282	DETROIT SALT COMPANY	ROAD SALT @ \$61.86 PER TON	3,144.96
01/13/2022	GEN	50283	DLZ MICHIGAN INC	SEWER FATS, OILS, AND GREASE PROGRAM SER	2,041.00
01/13/2022	GEN	50284	EJ USA INC	HYDRANT REPAIR SUPPLIES & PARTS	477.75
01/13/2022	GEN	50285	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
01/13/2022	GEN	50286	FAMILY FARM AND HOME INC	DECEMBER 2021 INVOICES	110.86
01/13/2022	GEN	50287	FERGUSON ENTERPRISES INC	4 LITER BUFFER SLTN	62.36
01/13/2022	GEN	50288	FERGUSON WATERWORKS #3386	R900 V4 WALL MIU (8)	874.79
				3/4 RUB MTR GSKT (50)	19.30
				R900 V4 WALL MIU	1,285.68
					2,179.77

01/13/2022	GEN	50289	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION JANUARY 2022 (5)	34.84
01/13/2022	GEN	50290	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	6.25
01/13/2022	GEN	50291	GEN CTY SMALL CITIES ASSOC.	2022 DUES	100.00
01/13/2022	GEN	50292	GFL ENVIRONMENTAL USA INC	FY22 GARBAGE/RECYCLING/YARD WASTE DECEMB	24,843.00
01/13/2022	GEN	50293	GILL ROYS HARDWARE	DECEMBER 2021 INVOICES LESS DISCOUNT	108.49
01/13/2022	GEN	50294	GLAESER DAWES	ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS	1,624.50
01/13/2022	GEN	50295	INTEGRITY BUSINESS SOLUTIONS	ROLL KITCHEN TOWELS	49.98
				ROLL KITCHEN TOWELS	49.98
					99.96
01/13/2022	GEN	50296	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL ELMS PARK	150.00
01/13/2022	GEN	50297	JERRY'S TIRE	TIRES (4)/TIRE MOUNT/BALANCE/DISPOSAL/VL	801.72
01/13/2022	GEN	50298	JODY KEY	BANK MILEAGE JODY KEY DECEMBER 2021	26.21
01/13/2022	GEN	50299	JOHNS TRUCK SERVICE	HYDRAULIC LINE #12-04	885.47
01/13/2022	GEN	50300	KCI	JAN 2022 UB BILLS/POSTAGE BALANCE	368.61
01/13/2022	GEN	50301	KEVIN GROVES APPRAISALS INC	APPRAISAL REVIEW 6434 BRISTOL	500.00
01/13/2022	GEN	50302	KNAPHEIDE TRUCK EQUIPMENT	STAND ASSEMBLY PASSENGER SIDE/STAND SHOE	409.15
01/13/2022	GEN	50303	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES/2022 PERSONAL PROP ST	2,600.66
01/13/2022	GEN	50304	OHM ADVISORS	WINCHESTER VILLAGE AND WINCHESTER WOODS	16,644.25
01/13/2022	GEN	50305	PLANTE & MORAN PLLC	ARPA RELATED QUESTIONS JULY AND OCT 2021	620.00
01/13/2022	GEN	50306	PRINTING SYSTEMS	2021 TAX FORMS	178.43
				QVF MASTER CARDS (500)/VOTER ID CARDS (5	76.14
					254.57
01/13/2022	GEN	50307	STAPLES	STAMP REPLACEMENT PAD/FACIAL TISSUE	37.28
				PLASTIC DRAWER ORGANIZER	4.80
					42.08
01/13/2022	GEN	50308	SUBURBAN AUTO SUPPLY	OIL FILTER	13.99
				FUEL FILTER	18.99
				12V 1000 CCA (2)/BATTERY PROTECTR/THREAD	310.96
				TORK BIT/6MXT X 50 FT BX/G6-6FJX/PROTECT	67.96
				FRIGED BLUE OIL/SHOP TOWELS/G6-6FJX FITT	63.23
					475.13
01/13/2022	GEN	50309	SUPER FLITE OIL CO INC	FUEL - DPW DECEMBER 2021	961.07
01/13/2022	GEN	50310	VERIZON WIRELESS	MONTHLY INVOICE 12/2/21-1/1/22	483.55
01/19/2022	GEN	50311	BIO-SERV CORPORATION	PEST CONTROL - CITY HALL/LIBRARY-SR CTR	114.00
01/19/2022	GEN	50312	BLUE CARE NETWORK-EAST MI	RETIREE HEALTHCARE CLOLINGER FEB. 2022	1,626.20
01/19/2022	GEN	50313	BLUE CROSS BLUE SHIELD OF MICHIGAN	FEBRUARY 2022 RETIREE HEALTH CLOLINGER	1,835.88
01/19/2022	GEN	50314	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	146.77
01/19/2022	GEN	50315	DELTA DENTAL PLAN	RETIREE DENTAL FEBRUARY 2022 (5)	365.96
01/19/2022	GEN	50316	DETROIT SALT COMPANY	ROAD SALT @ \$61.86 PER TON	3,252.60
01/19/2022	GEN	50317	GEN CTY ROAD COMMISSION	S-MTCH & OPERATIONS OCT 2021 LAMP TRAFFI	0.27
				TRAFFIC COUNT	392.90
				NOV 2021 S-MTCE & OPERATIONS	376.27
					769.44
01/19/2022	GEN	50318	GLAESER DAWES	USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST	202,112.29
01/19/2022	GEN	50319	JERRY'S TIRE	TIRES (4)/MOUNT/BALANCE/DISPOSAL/SENSOR	795.72
01/19/2022	GEN	50320	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE DECEMBER 2021	2,884.00
01/19/2022	GEN	50321	UNUM LIFE INSURANCE	RETIREE LIFE FEBRUARY 2022 (4)	44.25
01/27/2022	GEN	50322	BEAVER RESEARCH	SALT SHAKER/CARB. CLNR/BOLT BUSTER RELSN	124.70
				HAND CLEANER/DISPENSER/NO GRAB-BRUSH TOP	232.17
					356.87

01/27/2022	GEN	50323	BETTY SHANNON	CONTRACT REIMB RETIREE MEDICAL OCT-DEC 2	997.65
01/27/2022	GEN	50324	BS & A SOFTWARE	PAS 10/5/21-1/4/22 FA & BLDG ANNUAL MAIN	1,898.00
01/27/2022	GEN	50325	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES OCTOBER 2021	3,796.21
01/27/2022	GEN	50326	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES NOVEMBER 2021	6,080.32
01/27/2022	GEN	50327	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES DECEMBER 2021	3,382.94
01/27/2022	GEN	50328	COMCAST BUSINESS	CITY HALL MONTHLY INVOICE 1/26-2/25/22	252.95
01/27/2022	GEN	50329	ENVIRONMENTAL SYSTEMS RESEARCH INST	ARCGIS ONLINE CREATER 3/25/22-3/24/22	500.00
01/27/2022	GEN	50330	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION FEBRUARY 2022 (5)	34.84
01/27/2022	GEN	50331	FLINT TOWNSHIP	SEWER TRANS MAINT CHR 42 UNITS JULY-DEC	342.72
01/27/2022	GEN	50332	GEN CTY ROAD COMMISSION	S-MTC & OPERATIONS DECEMBER 2021	261.14
01/27/2022	GEN	50333	GENESEE CTY DRAIN COMMISSIONER	SEWER 10/1-12/31/21 4,995,381 CF	177,839.51
01/27/2022	GEN	50334	GENESEE CTY DRAIN COMMISSIONER	WATER 11/30-12/31/21 1,996,038 CF	126,272.19
01/27/2022	GEN	50335	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL	140.00
01/27/2022	GEN	50336	LYNN BURKLEY	DECALS FOR TRUCK 1-22	175.00
01/27/2022	GEN	50337	MID STATES BOLT AND SCREW CO	50ML THDLOCKER S6S PERM/M16-2X100 HEX L/	140.14
01/27/2022	GEN	50338	STAPLES	REPLACEMENT INK FOR INK PAD	15.45
				EASY SELECT PAID DATER	28.74
					<u>44.19</u>
01/27/2022	GEN	50339	SUBURBAN AUTO SUPPLY	AIR FILTER/OIL FILTER	101.98
				FUEL FILTER	79.98
				FUEL FILTER (CREDIT)	(39.99)
					<u>141.97</u>
01/27/2022	GEN	50340	SW CREEK AREA CHAMBER OF COMMERCE	ANNUAL MEMBERSHIP DUES 2022	159.00
01/27/2022	GEN	50341	SWARTZ CREEK AREA FIRE DEPT.	FIRE & EMS SERVICE NOVEMBER 2021	2,862.02
01/27/2022	GEN	50342	SWARTZ CREEK AREA FIRE DEPT.	FIRE & EMS SERVICE DECEMBER 2021	4,368.10
01/27/2022	GEN	50343	TRUCK AND TRAILER SPECIALTIES INC	OPTIONS FOR FREIGHTLINER 108SD	105,914.00
GEN TOTALS:					
Total of 98 Checks:					732,678.63
Less 0 Void Checks:					0.00
Total of 98 Disbursements:					<u>732,678.63</u>

City of Swartz Creek

Building Permit List

2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
Building							
PB2100079	01/11/22	Landmark Carpentry	(810) 869 1448	58-03-533-102	\$26,880	\$266.00 5351 GREENLEAF DR	48473-Pole Barn
PB2100080	01/12/22	Landmark Carpentry	(810) 869 1448	58-01-100-014	\$24,192	\$258.00 5151 MORRISH RD	48473-Pole Barn
PB2200001	01/05/22	Kelly Custom Construction	(810) 280 4504	58-02-529-020	\$1,000	\$75.00 8057 MILLER RD	48473-Window Replacement
Total:		3 Permits	Value: \$52,072		Fee Total: \$599.00		Total Number of Dwelling Units 0

Electrical							
PE2200001	01/20/22	Holland Heating & Cooling Inc	(810) 653 4328	58-02-528-002	\$0	\$172.00 8103 MILLER RD	48473-Electrical
Total:		1 Permits	Value: \$0		Fee Total: \$172.00		Total Number of Dwelling Units 0

Mechanical							
PM220001	01/13/22	Goyette Mechanical	(810) 742 8530	58-36-300-009	\$0	\$215.00 7400 MILLER RD	48473 Mechanical
Total:		1 Permits	Value: \$0		Fee Total: \$215.00		Total Number of Dwelling Units 0

Plumbing							
PP220001	01/11/22	D & B Mechanical, Inc.	(810) 686 3590	58-36-529-006	\$0	\$135.00 7168 PARK RIDGE PKWY	48473-Plumbing
Total:		1 Permits	Value: \$0		Fee Total: \$135.00		Total Number of Dwelling Units 0

City of Swartz Creek Building Permit List 2022

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
PZ21-0048	01/13/22	TQ HOLDINGS, LLC		58-35-400-001	\$0	\$25.00 4290 MORRISH RD	48473-Miscellaneous
Total:		1 Permits	Value: \$0		Fee Total: \$25.00	Total Number of Dwelling Units 0	

Permit Total: 7 **Value: \$52,072** **Fee Total: \$1,146.00**

Permit.DateIssued Between 1/1/2022 12:00:00 AM AND 1/31/2022 11:59:59 PM

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4354 ELMS RD	58-36-577-012	Status	01/04/2022	01/04/2022	No Change
5061 SCHOOL ST	58-02-526-009	Citation	01/04/2022	01/04/2022	Violation(s)
5152 MORRISH RD	58-02-200-023	3rd Citation	01/04/2022	01/04/2022	Violation(s)
7349 CROSSCREEK DR	58-36-651-242	Final	01/04/2022	01/04/2022	Approved
5218 GREENLEAF DR	58-03-533-065	Final	01/04/2022	01/04/2022	Approved
5218 GREENLEAF DR	58-03-533-065	Final	01/04/2022	01/04/2022	Approved
8230 CRAPO ST	58-02-200-036	Walk Thru-Violation	01/04/2022	01/04/2022	Approved
4140 MORRISH RD	58-35-200-007	Final	01/04/2022	01/04/2022	Approved
5023 WINSTON DR	58-02-501-081	Final	01/04/2022	01/04/2022	Approved
4248 LINDSEY DR	58-36-676-074	Rough	01/04/2022	01/04/2022	Approved
4289 ALEX MARIN DR	58-36-676-099	Rough	01/04/2022	01/04/2022	Approved
5200 MORRISH RD	58-02-200-032	Site Inspection	01/05/2022	01/05/2022	Approved
7221 PARK RIDGE PKWY	58-36-530-002	Final	01/06/2022	01/06/2022	Approved
8051 CRAPO ST	58-02-530-025	Status	01/11/2022	01/11/2022	Partially Complied
5151 MORRISH RD	58-01-100-014	Post Hole	01/12/2022	01/12/2022	Approved
5351 GREENLEAF DR	58-03-533-102	Final	01/12/2022	01/12/2022	Approved
4248 LINDSEY DR	58-36-676-074	Rough	01/12/2022	01/12/2022	Partially Approved
7484 WADE ST	58-01-502-047	Status	01/13/2022		
4062 MORRISH RD	58-35-200-005	Status	01/13/2022	01/13/2022	Partially Complied
7168 PARK RIDGE PKWY	58-36-529-006	Final	01/13/2022	01/13/2022	Approved
4289 ALEX MARIN DR	58-36-676-099	Rough	01/13/2022	01/13/2022	Approved
8103 CRAPO ST	58-02-530-042	Status	01/17/2022	01/17/2022	No Change
4289 ALEX MARIN DR	58-36-676-099	Rough	01/17/2022	01/17/2022	Approved
5295 BIRCHCREST DR	58-03-531-112	Final-Admin	01/18/2022	01/18/2022	Approved
5027 SECOND ST A	58-01-502-022	Reinspection	01/18/2022	01/18/2022	Complied
5027 SECOND ST	58-01-502-022	Reinspection	01/18/2022	01/18/2022	Complied
5027 SECOND ST A	58-01-502-022	Initial	01/18/2022	01/18/2022	Locked Out
5027 SECOND ST	58-01-502-022	Initial	01/18/2022	01/18/2022	Locked Out
73 ASHLEY CIR	58-35-776-073	Final-Admin	01/19/2022	01/19/2022	Approved
5108 WINSHALL DR	58-02-503-085	Final-Admin	01/19/2022	01/19/2022	Approved
7179 MILLER RD	58-36-577-022	Final-Admin	01/19/2022	01/19/2022	Approved
7188 MILLER RD	58-36-578-010	Final-Admin	01/19/2022	01/19/2022	Approved
5152 MORRISH RD	58-02-200-023	Status	01/20/2022	01/20/2022	Partially Complied
5180 GREENLEAF DR	58-03-533-071	Status	01/20/2022	01/20/2022	Disapproved
9098 LUEA LN	58-03-626-013	Final	01/20/2022	01/20/2022	Approved
73 ASHLEY CIR	58-35-776-073	Final-Admin	01/20/2022	01/20/2022	Approved

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
8048 MILLER RD 1	58-35-576-039	Final-Admin	01/20/2022	01/20/2022	Approved
5296 BIRCHCREST DR	58-03-531-052	Final	01/20/2022	01/20/2022	Approved
5167 MORRISH RD	58-01-100-009	Final	01/20/2022	01/20/2022	Approved
8541 MILLER RD	58-02-100-003	Final	01/20/2022	01/20/2022	Approved
7384 CROSSCREEK DR	58-36-651-164	Final	01/20/2022	01/20/2022	Approved
7384 CROSSCREEK DR	58-36-651-164	Final	01/20/2022	01/20/2022	Approved
4446 MORRISH RD	58-35-677-001	Prelim framing walkt	01/20/2022	01/20/2022	Disapproved
8372 CAPPY LN	58-02-503-034	Initial	01/24/2022	01/24/2022	Complied
5061 SCHOOL ST	58-02-526-009	Status	01/25/2022		
7151 MILLER RD	58-36-577-020	Initial	01/25/2022	01/25/2022	Complied
5332 WORCHESTER DR	58-03-578-006	Final	01/25/2022	01/25/2022	Approved
8444 CAPPY LN	58-02-503-022	Final	01/25/2022	01/25/2022	Approved
7450 COUNTRY MEADOW DR	58-36-651-043	Final	01/25/2022	01/25/2022	Approved
4246 ELMS RD	58-36-200-012	Final Zoning	01/27/2022	01/27/2022	Approved
4355 ELMS RD	58-31-300-003	Final	01/27/2022	01/27/2022	Approved
4246 ELMS RD	58-36-200-012	Final	01/27/2022	01/27/2022	Approved

Inspections: 52

Population: All Records

Inspection.DateTimeScheduled Between 1/1/2022 12:00:00 AM AND 1/31/2022 11:59:59 PM

Certificates With Inspections

02/03/2022

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR220001	7151 MILLER RD	01/10/2022	01/10/2022	01/10/2022	01/25/2022	01/10/2025	Certified
Initial	KBROWN	Matt Hart	Completed	Complied			
CR220003	8372 CAPPY LN	01/24/2022	01/24/2022	01/24/2022	01/24/2022	01/24/2025	Certified
Initial	JKEY	Matt Hart	Completed	Complied			

Population: All Records

Record Count: 2

Certificate.DateIssued Between 1/1/2022 12:00:00 AM
AND 1/31/2022 11:59:59 PM

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	202-478.000-941.000		01/02/2022	3.00	12.44	37.32
4100000001	Gardner, Rodney E	203-478.000-941.000		01/02/2022	2.00	12.44	24.88
4100000001	Gardner, Rodney E	101-790.000-941.000		01/03/2022	2.00	12.44	24.88
4100000001	Gardner, Rodney E	101-345.000-941.000		01/05/2022	4.00	12.44	49.76
4100000001	Gardner, Rodney E	101-780.500-941.000		01/13/2022	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-782.000-941.000		01/13/2022	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-783.000-941.000		01/13/2022	1.00	12.44	12.44
4100000001	Gardner, Rodney E	101-790.000-941.000		01/27/2022	4.00	12.44	49.76
4100000001	Gardner, Rodney E	590-540.000-941.000		01/27/2022	4.00	12.44	49.76
4100000001	Gardner, Rodney E	101-265.000-941.000		01/28/2022	2.00	12.44	24.88
4100000001	Gardner, Rodney E	101-345.000-941.000		01/28/2022	2.00	12.44	24.88
4100000001	Gardner, Rodney E	101-790.000-941.000		01/28/2022	2.00	12.44	24.88
4100000004	Wright, David L	590-540.000-941.000		01/04/2022	6.00	12.44	74.64
4100000004	Wright, David L	590-540.000-941.000		01/05/2022	4.00	12.44	49.76
4100000004	Wright, David L	101-345.000-941.000		01/07/2022	1.00	12.44	12.44
4100000004	Wright, David L	101-790.000-941.000		01/07/2022	1.00	12.44	12.44
4100000004	Wright, David L	101-265.000-941.000		01/13/2022	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		01/13/2022	1.00	12.44	12.44
4100000004	Wright, David L	101-265.000-941.000		01/14/2022	1.00	12.44	12.44
4100000004	Wright, David L	101-790.000-941.000		01/14/2022	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		01/14/2022	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		01/14/2022	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		01/14/2022	2.00	12.44	24.88
4100000004	Wright, David L	591-536.000-941.000		01/14/2022	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		01/15/2022	4.00	12.44	49.76
4100000004	Wright, David L	203-463.000-941.000		01/18/2022	2.00	12.44	24.88
4100000004	Wright, David L	226-782.000-941.000		01/18/2022	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		01/18/2022	2.00	12.44	24.88
4100000004	Wright, David L	203-463.000-941.000		01/19/2022	2.00	12.44	24.88
4100000004	Wright, David L	590-542.000-941.000		01/19/2022	2.00	12.44	24.88
4100000004	Wright, David L	226-783.000-941.000		01/20/2022	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		01/20/2022	4.00	12.44	49.76
4100000004	Wright, David L	101-345.000-941.000		01/25/2022	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		01/25/2022	2.00	12.44	24.88
4100000004	Wright, David L	202-463.000-941.000		01/28/2022	3.00	12.44	37.32
4100000005	Sandford, Jay E	101-780.500-941.000		01/04/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		01/04/2022	8.00	12.44	99.52
4100000005	Sandford, Jay E	202-478.000-941.000		01/05/2022	4.00	12.44	49.76
4100000005	Sandford, Jay E	590-540.000-941.000		01/05/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-794.000-941.000		01/06/2022	6.00	12.44	74.64
4100000005	Sandford, Jay E	101-794.000-941.000		01/07/2022	6.00	12.44	74.64
4100000005	Sandford, Jay E	590-540.000-941.000		01/07/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-780.500-941.000		01/10/2022	2.00	12.44	24.88

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000005	Sandford, Jay E	101-794.000-941.000		01/10/2022	6.00	12.44	74.64
4100000005	Sandford, Jay E	101-794.000-941.000		01/11/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-542.000-941.000		01/11/2022	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-794.000-941.000		01/12/2022	8.00	12.44	99.52
4100000005	Sandford, Jay E	202-463.000-941.000		01/13/2022	4.00	12.44	49.76
4100000005	Sandford, Jay E	203-463.000-941.000		01/13/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-782.000-941.000		01/14/2022	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-783.000-941.000		01/14/2022	1.00	12.44	12.44
4100000005	Sandford, Jay E	591-536.000-941.000		01/14/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-783.000-941.000		01/20/2022	8.00	12.44	99.52
4100000005	Sandford, Jay E	101-780.500-941.000		01/21/2022	1.50	12.44	18.66
4100000005	Sandford, Jay E	101-783.000-941.000		01/21/2022	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-478.000-941.000		01/24/2022	4.00	12.44	49.76
4100000005	Sandford, Jay E	202-478.000-941.000		01/25/2022	4.00	12.44	49.76
4100000005	Sandford, Jay E	203-478.000-941.000		01/25/2022	4.00	12.44	49.76
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/02/2022	2.50	12.44	31.10
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/02/2022	2.50	12.44	31.10
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/03/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-542.000-941.000		01/03/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/04/2022	6.00	12.44	74.64
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/05/2022	8.00	12.44	99.52
4400000009	Bosas, Rebecca M	101-794.000-941.000		01/06/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	226-783.000-941.000		01/06/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/06/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	101-265.000-941.000		01/07/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/07/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/07/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	591-536.000-941.000		01/07/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-794.000-941.000		01/10/2022	6.00	12.44	74.64
4400000009	Bosas, Rebecca M	226-782.000-941.000		01/10/2022	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	226-783.000-941.000		01/10/2022	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	590-542.000-941.000		01/10/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	101-794.000-941.000		01/12/2022	6.00	12.44	74.64
4400000009	Bosas, Rebecca M	590-542.000-941.000		01/12/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-265.000-941.000		01/13/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	202-463.000-941.000		01/13/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	203-463.000-941.000		01/13/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-542.000-941.000		01/13/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-783.000-941.000		01/14/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	101-794.000-941.000		01/14/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/14/2022	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/15/2022	5.50	12.44	68.42
4400000009	Bosas, Rebecca M	203-463.000-941.000		01/18/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/18/2022	5.00	12.44	62.20

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/19/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	202-463.000-941.000		01/20/2022	4.00	12.44	49.76
4400000009	Bosas, Rebecca M	101-265.000-941.000		01/21/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-790.000-941.000		01/21/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	202-429.000-941.000		01/21/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/21/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	591-536.000-941.000		01/21/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/24/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	226-783.000-941.000		01/24/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		01/24/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/25/2022	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/25/2022	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2022	8.00	12.44	99.52
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/27/2022	6.00	12.44	74.64
4400000009	Bosas, Rebecca M	590-540.000-941.000		01/27/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		01/27/2022	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	202-463.000-941.000		01/28/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/28/2022	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	591-536.000-941.000		01/28/2022	2.00	12.44	24.88
4400000017	Melen, Ryan G	101-783.000-941.000		01/04/2022	3.00	12.44	37.32
4400000018	Leavitt, Mikel D	203-478.000-941.000		01/25/2022	5.00	12.44	62.20
4400000018	Leavitt, Mikel D	226-782.000-941.000		01/26/2022	1.00	12.44	12.44
Equipment Totals					298.00		3,707.12
Front Blade	Front Blade/Plow - used on						
4100000004	Wright, David L	202-478.000-941.000		01/02/2022	2.00	23.07	46.14
4100000004	Wright, David L	203-478.000-941.000		01/02/2022	3.00	23.07	69.21
4100000004	Wright, David L	101-345.000-941.000		01/25/2022	1.00	23.07	23.07
4100000005	Sandford, Jay E	101-780.500-941.000		01/04/2022	2.00	23.07	46.14
4100000005	Sandford, Jay E	202-478.000-941.000		01/05/2022	4.00	23.07	92.28
4100000005	Sandford, Jay E	202-478.000-941.000		01/24/2022	4.00	23.07	92.28
4100000005	Sandford, Jay E	202-478.000-941.000		01/25/2022	4.00	23.07	92.28
4100000005	Sandford, Jay E	203-478.000-941.000		01/25/2022	4.00	23.07	92.28
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/02/2022	2.50	23.07	57.68
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/02/2022	2.50	23.07	57.68
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/04/2022	2.00	23.07	46.14
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/24/2022	3.00	23.07	69.21
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/25/2022	2.00	23.07	46.14
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/25/2022	5.00	23.07	115.35
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2022	8.00	23.07	184.56
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/28/2022	3.00	23.07	69.21
4400000018	Leavitt, Mikel D	203-478.000-941.000		01/25/2022	5.00	23.07	115.35
Equipment Totals					57.00		1,315.00

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
Pickup 2WD	6-16 2WD						
4400000018	Leavitt, Mikel D	101-265.000-941.000		01/26/2022	6.00	11.21	67.26
4400000018	Leavitt, Mikel D	202-463.000-941.000		01/26/2022	1.00	11.21	11.21
4400000018	Leavitt, Mikel D	226-783.000-941.000		01/26/2022	1.00	11.21	11.21
Equipment Totals					8.00		89.68
Backhoe	Backhoe						
4100000004	Wright, David L	101-794.000-941.000		01/10/2022	6.00	60.96	365.76
4100000004	Wright, David L	101-794.000-941.000		01/12/2022	4.00	60.96	243.84
4100000004	Wright, David L	203-478.000-941.000		01/28/2022	1.00	60.96	60.96
4100000005	Sandford, Jay E	202-478.000-941.000		01/24/2022	4.00	60.96	243.84
4100000005	Sandford, Jay E	203-478.000-941.000		01/25/2022	4.00	60.96	243.84
4100000005	Sandford, Jay E	203-478.000-941.000		01/26/2022	6.00	60.96	365.76
Equipment Totals					25.00		1,524.00
Breaker	Breaker - used on backhoe						
Bucket Truck	No. 06-99						
Bucket	Bucket - used with Bucket						
Brush Hog	NO. 9-02						
Dump	Dump Truck 1-22, 11, 12-02,						
4100000001	Gardner, Rodney E	202-478.000-941.000		01/20/2022	2.00	53.63	107.26
4100000001	Gardner, Rodney E	203-478.000-941.000		01/20/2022	2.00	53.63	107.26
4100000001	Gardner, Rodney E	202-478.000-941.000		01/28/2022	2.00	53.63	107.26
4100000004	Wright, David L	202-478.000-941.000		01/02/2022	2.00	53.63	107.26
4100000004	Wright, David L	203-478.000-941.000		01/02/2022	3.00	53.63	160.89
4100000004	Wright, David L	203-478.000-941.000		01/03/2022	4.00	53.63	214.52
4100000004	Wright, David L	202-478.000-941.000		01/05/2022	2.00	53.63	107.26
4100000004	Wright, David L	203-478.000-941.000		01/05/2022	2.00	53.63	107.26
4100000004	Wright, David L	202-478.000-941.000		01/06/2022	3.00	53.63	160.89
4100000004	Wright, David L	203-478.000-941.000		01/06/2022	1.00	53.63	53.63
4100000004	Wright, David L	202-478.000-941.000		01/07/2022	2.00	53.63	107.26
4100000004	Wright, David L	203-478.000-941.000		01/07/2022	3.00	53.63	160.89
4100000004	Wright, David L	202-478.000-941.000		01/23/2022	2.50	53.63	134.08
4100000004	Wright, David L	202-478.000-941.000		01/24/2022	6.00	53.63	321.78
4100000004	Wright, David L	203-478.000-941.000		01/24/2022	2.00	53.63	107.26
4100000004	Wright, David L	101-780.500-941.000		01/25/2022	2.00	53.63	107.26
4100000004	Wright, David L	202-478.000-941.000		01/25/2022	2.00	53.63	107.26
4100000004	Wright, David L	203-463.000-941.000		01/25/2022	2.00	53.63	107.26
4100000004	Wright, David L	203-478.000-941.000		01/25/2022	4.00	53.63	214.52
4100000004	Wright, David L	203-478.000-941.000		01/26/2022	3.00	53.63	160.89

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	203-478.000-941.000		01/28/2022	1.00	53.63	53.63
4100000005	Sandford, Jay E	202-478.000-941.000		01/01/2022	2.00	53.63	107.26
4100000005	Sandford, Jay E	202-478.000-941.000		01/02/2022	5.00	53.63	268.15
4100000005	Sandford, Jay E	202-478.000-941.000		01/14/2022	2.00	53.63	107.26
4100000005	Sandford, Jay E	202-478.000-941.000		01/28/2022	2.50	53.63	134.08
4100000005	Sandford, Jay E	203-478.000-941.000		01/28/2022	4.00	53.63	214.52
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/07/2022	1.00	53.63	53.63
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/14/2022	3.00	53.63	160.89
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/25/2022	4.00	53.63	214.52
Equipment Totals					76.00		4,075.89
UnderbodyScrapr	Underbody Scraper used w/						
4100000001	Gardner, Rodney E	202-478.000-941.000		01/01/2022	2.00	9.06	18.12
4100000001	Gardner, Rodney E	202-478.000-941.000		01/04/2022	4.00	9.06	36.24
4100000001	Gardner, Rodney E	203-478.000-941.000		01/04/2022	4.00	9.06	36.24
4100000004	Wright, David L	202-478.000-941.000		01/07/2022	2.00	9.06	18.12
4100000004	Wright, David L	203-478.000-941.000		01/07/2022	3.00	9.06	27.18
4100000004	Wright, David L	202-478.000-941.000		01/23/2022	2.50	9.06	22.65
4100000004	Wright, David L	202-478.000-941.000		01/24/2022	6.00	9.06	54.36
4100000004	Wright, David L	203-478.000-941.000		01/24/2022	2.00	9.06	18.12
4100000004	Wright, David L	101-780.500-941.000		01/25/2022	2.00	9.06	18.12
4100000004	Wright, David L	202-478.000-941.000		01/25/2022	2.00	9.06	18.12
4100000004	Wright, David L	203-463.000-941.000		01/25/2022	2.00	9.06	18.12
4100000004	Wright, David L	203-478.000-941.000		01/25/2022	4.00	9.06	36.24
4100000005	Sandford, Jay E	202-478.000-941.000		01/02/2022	5.00	9.06	45.30
4100000005	Sandford, Jay E	202-478.000-941.000		01/14/2022	2.00	9.06	18.12
4100000005	Sandford, Jay E	202-478.000-941.000		01/28/2022	2.50	9.06	22.65
4100000005	Sandford, Jay E	203-478.000-941.000		01/28/2022	4.00	9.06	36.24
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/07/2022	1.00	9.06	9.06
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/14/2022	3.00	9.06	27.18
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/25/2022	4.00	9.06	36.24
Equipment Totals					57.00		516.42
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
4100000004	Wright, David L	203-478.000-941.000		01/03/2022	4.00	9.41	37.64
4100000004	Wright, David L	202-478.000-941.000		01/05/2022	2.00	9.41	18.82
4100000004	Wright, David L	203-478.000-941.000		01/05/2022	2.00	9.41	18.82
4100000004	Wright, David L	202-478.000-941.000		01/06/2022	3.00	9.41	28.23
4100000004	Wright, David L	203-478.000-941.000		01/06/2022	1.00	9.41	9.41
4100000004	Wright, David L	202-478.000-941.000		01/07/2022	2.00	9.41	18.82
4100000004	Wright, David L	203-478.000-941.000		01/07/2022	3.00	9.41	28.23
4100000004	Wright, David L	202-478.000-941.000		01/23/2022	2.50	9.41	23.53
4100000004	Wright, David L	202-478.000-941.000		01/24/2022	6.00	9.41	56.46
4100000004	Wright, David L	203-478.000-941.000		01/24/2022	2.00	9.41	18.82

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	101-780.500-941.000		01/25/2022	2.00	9.41	18.82
4100000004	Wright, David L	202-478.000-941.000		01/25/2022	2.00	9.41	18.82
4100000004	Wright, David L	203-463.000-941.000		01/25/2022	2.00	9.41	18.82
4100000004	Wright, David L	203-478.000-941.000		01/25/2022	4.00	9.41	37.64
4100000005	Sandford, Jay E	202-478.000-941.000		01/01/2022	2.00	9.41	18.82
4100000005	Sandford, Jay E	202-478.000-941.000		01/02/2022	5.00	9.41	47.05
4100000005	Sandford, Jay E	202-478.000-941.000		01/14/2022	2.00	9.41	18.82
4100000005	Sandford, Jay E	202-478.000-941.000		01/28/2022	2.50	9.41	23.53
4100000005	Sandford, Jay E	203-478.000-941.000		01/28/2022	4.00	9.41	37.64
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/07/2022	1.00	9.41	9.41
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/14/2022	3.00	9.41	28.23
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/25/2022	4.00	9.41	37.64
4400000009	Bosas, Rebecca M	203-478.000-941.000		01/26/2022	8.00	9.41	75.28
4400000018	Leavitt, Mikel D	203-478.000-941.000		01/25/2022	5.00	9.41	47.05
Equipment Totals					74.00		696.35
Sweeper	Sweeper						
Vacuum Cleaner	Sweeper - used with Street						
Tractor	Tractor						
Woodchipper	Woodchipper						
Material Heater	Material Heater						
4100000004	Wright, David L	202-463.000-941.000		01/28/2022	3.00	13.16	39.48
4100000005	Sandford, Jay E	202-463.000-941.000		01/13/2022	4.00	13.16	52.64
4100000005	Sandford, Jay E	203-463.000-941.000		01/13/2022	2.00	13.16	26.32
4400000009	Bosas, Rebecca M	202-463.000-941.000		01/13/2022	3.00	13.16	39.48
4400000009	Bosas, Rebecca M	203-463.000-941.000		01/13/2022	2.00	13.16	26.32
4400000009	Bosas, Rebecca M	202-463.000-941.000		01/20/2022	4.00	13.16	52.64
Equipment Totals					18.00		236.88
Kubota	Kubota #5-18						
4100000001	Gardner, Rodney E	101-783.000-941.000		01/07/2022	2.00	13.48	26.96
4100000001	Gardner, Rodney E	202-478.000-941.000		01/07/2022	2.00	13.48	26.96
4100000001	Gardner, Rodney E	101-783.000-941.000		01/25/2022	4.00	13.48	53.92
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/04/2022	2.00	13.48	26.96
4400000009	Bosas, Rebecca M	202-478.000-941.000		01/24/2022	2.00	13.48	26.96
Equipment Totals					12.00		161.76
Arrow	Arrow						
Trailer	Trailer						

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

Grand Totals								
Equipment:					19	625.00		12,323.10
Materials:					0	0.00		0.00
Totals:					19			12,323.10

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Hours for Week Beginning: 01/01/2022						
01/01/2022	4100000001	Gardner, Rodney E	2X	401	0.00	2.00
		- salt				
01/02/2022	4100000001	Gardner, Rodney E	2X	401	0.00	3.00
		- plow				
01/02/2022	4100000001	Gardner, Rodney E	2X	401	0.00	2.00
		- plow				
01/02/2022	4100000001	Gardner, Rodney E	2X	401	0.00	2.00
		- manhole off				
01/03/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/03/2022	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
01/04/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/04/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/05/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/05/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/06/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
01/07/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/07/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/07/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
Total For Employee: 4100000001					40.00	9.00
01/02/2022	4100000004	Wright, David L	2X	401	0.00	2.00
		- plowed major streets				
01/02/2022	4100000004	Wright, David L	2X	401	0.00	3.00
		- plowed local streets				
01/03/2022	4100000004	Wright, David L	VAC	401	4.00	0.00
01/03/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- salting local streets and cul de sacs				
01/04/2022	4100000004	Wright, David L	REG	401	6.00	0.00
		- working on water valves on miller road for shutdown to kroger plaza				
01/04/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- changed hydraulic line on #12-04 dump truck				
01/05/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- salted major streets				
01/05/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- salted local streets				
01/05/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- valveing down water mains for dawes const and flushing hydrants				
01/06/2022	4100000004	Wright, David L	REG	401	3.00	0.00
		- plowed and salted major streets				
01/06/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- saltind local streets				
01/06/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- working on #12-04 dumptruck replacing batterys and trying to get it started				

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/07/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- plowed and salted				
01/07/2022	4100000004	Wright, David L	REG	401	3.00	0.00
		- plowed and salted				
01/07/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and stocked cabinets				
01/07/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and stocked cabinets				
01/07/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- put new curb guard on #12-04 dump				
-----					40.00	5.00
Total For Employee: 4100000004						
01/01/2022	4100000005	Sandford, Jay E	15X	401	0.00	2.00
		- salt streets				
01/02/2022	4100000005	Sandford, Jay E	2X	401	0.00	5.00
		- plow and salt streets				
01/03/2022	4100000005	Sandford, Jay E	PERS	401	8.00	0.00
		- personal time				
01/04/2022	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- water work orders. samples. stakings				
01/04/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- plow parking lot				
01/04/2022	4100000005	Sandford, Jay E	15X	401	0.00	2.00
		- shut water off at 7139 miller				
01/05/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- plow city streets				
01/05/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work with dawes on water tie in				
01/06/2022	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- take down christmas decorations				
01/06/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean dpw				
01/07/2022	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- takedown christmas decorations				
01/07/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- stakings				
-----					40.00	9.00
Total For Employee: 4100000005						
01/02/2022	4400000009	Bosas, Rebecca M	2X	401	0.00	2.50
		- Plowed				
01/02/2022	4400000009	Bosas, Rebecca M	2X	401	0.00	2.50
		- Plowed				
01/03/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/03/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/03/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/04/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Plow/shovel/salt sidewalks				
01/04/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
01/05/2022	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
01/06/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Take christmas decor down				
01/06/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
01/06/2022	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Garbage				
01/06/2022	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
01/06/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/07/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/07/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
01/07/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Sidewalk snow ordinance - Winshall/Daval area complaint - shovel/record				
01/07/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00

Total For Employee: 4400000009					40.00	5.00
01/03/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/04/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/05/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/06/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/07/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00

Total For Employee: 4400000016					40.00	0.00
01/04/2022	4400000017	Melen, Ryan G	REG	405	3.00	0.00
		- snowblowing, trash, sled carnage cleanup				
01/04/2022	4400000017	Melen, Ryan G	REG	405	3.00	0.00
		- sidewalk clearing				
01/04/2022	4400000017	Melen, Ryan G	REG	405	2.00	0.00

Total For Employee: 4400000017					8.00	0.00
Hours for Week Beginning: 01/08/2022						

01/10/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/10/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/11/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
01/12/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
01/13/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
01/13/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
01/13/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
01/13/2022	4100000001	Gardner, Rodney E	REG	401	5.00	0.00
01/14/2022	4100000001	Gardner, Rodney E	PERS	401	8.00	0.00

Total For Employee: 4100000001					40.00	0.00

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/10/2022	4100000004	Wright, David L	REG	401	6.00	0.00
		- took down christmas decorations				
01/10/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- repaired strobe light on ford pickup and cleaned floor drain in garage				
01/11/2022	4100000004	Wright, David L	REG	401	8.00	0.00
		- loading dumpsters with leaves moving equipment around to make room for new truck checking over wood chipper				
01/12/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- taking down christmas decorations and storing them				
01/12/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- cleaning garages so we can store equipment getting parts for wood chipper				
01/13/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- put new operating nut on hydrant on raubinger road				
01/13/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- working on lights on civic center sign				
01/13/2022	4100000004	Wright, David L	REG	401	6.00	0.00
		- changed oil and filters and blades on #21 wood chipper repaired hydraulic leak on #12-04 dumptruck and cleaned				
01/14/2022	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
01/14/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and vacuumed library				
01/14/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
01/14/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
01/14/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- checked manholes				
01/14/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
01/14/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- working on new dump truck				
01/14/2022	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
01/14/2022	4100000004	Wright, David L	15X	401	0.00	2.00
		- valving down water main break on miller road				
-----					-----	-----
Total For Employee: 4100000004					40.00	2.00
01/10/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- empty trash at park				
01/10/2022	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- take down decorations				
01/11/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- put away christmas decorations				
01/11/2022	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- work orders				

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/11/2022	4100000005	Sandford, Jay E	REG	401	5.00	0.00
		- organize equipment. take delivery of new dump truck.				
01/12/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- take down christmas decorations				
01/13/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- cold patch				
01/13/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- cold patching				
01/13/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- put christmas decorations away				
01/14/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- check manholes				
01/14/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- put christmas decorations away				
01/14/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- drive and learn controls of new salt truck				
01/14/2022	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- take down rennis nets				
01/14/2022	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- take down tennis nets				
-----					40.00	0.00
Total For Employee: 4100000005						
01/10/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
		- Take down Christmas decorations				
01/10/2022	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
01/10/2022	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
01/10/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/11/2022	4400000009	Bosas, Rebecca M	PERS	401	8.00	0.00
01/12/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/12/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
01/13/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/13/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/13/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- cold patching				
01/13/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- cold patching				
01/14/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- missdigs				
01/14/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/14/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/14/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
01/14/2022	4400000009	Bosas, Rebecca M	15X	401	0.00	2.00
		- Miller/Raubinger watermain break call in				
-----					40.00	2.00
Total For Employee: 4400000009						

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/10/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/11/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/12/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/13/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/14/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
-----					40.00	0.00
Total For Employee: 4400000016						
Hours for Week Beginning: 01/15/2022						

01/17/2022	4100000001	Gardner, Rodney E	HOL	401	8.00	0.00
01/18/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
01/18/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
01/18/2022	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
01/18/2022	4100000001	Gardner, Rodney E	REG	401	5.00	0.00
01/19/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
01/20/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/20/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/20/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/21/2022	4100000001	Gardner, Rodney E	REG	401	8.00	0.00
-----					40.00	0.00
Total For Employee: 4100000001						
01/15/2022	4100000004	Wright, David L	15X	401	0.00	4.00
		- repairing water main break on miller road at raubinger				
01/17/2022	4100000004	Wright, David L	HOL	401	8.00	0.00
01/18/2022	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
01/18/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- dug out culvert on chesterfield drive and repaired culvert on oakview dr				
01/18/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
01/18/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- water stakings for dawes const.				
01/18/2022	4100000004	Wright, David L	REG	401	2.50	0.00
		- checking over equipment				
01/19/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- getting finish mower parts				
01/19/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- checking water problems on miller road				
01/19/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- replacing hydraulic hose on 1-22 dumptruck and replacing mower blades and wheel on woods finish mower				
01/20/2022	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
01/20/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
01/20/2022	City Council Packet	Wright, David L	15X	401 57	0.00	2.00

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- no water at 7216 miller road turned on curb box						
01/20/2022	4100000004	Wright, David L	REG	401	2.00	0.00
- purchasing tools						
01/20/2022	4100000004	Wright, David L	REG	401	4.50	0.00
- trying to fix leaks on #19 john deere tractor						
01/21/2022	4100000004	Wright, David L	HOL	401	8.00	0.00
-----					-----	-----
Total For Employee: 4100000004					40.00	6.00
01/17/2022	4100000005	Sandford, Jay E	HOL	401	8.00	0.00
- holiday						
01/18/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
- paint top boards for new dump truck. empty salt and clean truck. put boards back on truck.						
01/19/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
- cold patch						
01/20/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
- make ice pond						
01/21/2022	4100000005	Sandford, Jay E	PERS	401	4.00	0.00
- personal						
01/21/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
- get trash from park						
01/21/2022	4100000005	Sandford, Jay E	REG	401	1.50	0.00
- empty trash at park						
01/21/2022	4100000005	Sandford, Jay E	REG	401	0.50	0.00
- empty trash						
-----					-----	-----
Total For Employee: 4100000005					40.00	0.00
01/15/2022	4400000009	Bosas, Rebecca M	15X	401	0.00	5.50
- Miller/Raubinger waterman break, assist DawesService line Miller leak						
01/17/2022	4400000009	Bosas, Rebecca M	HOL	401	8.00	0.00
01/18/2022	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
- Water samplesMisssdigs						
01/18/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
- Repair culvert on Oakview						
01/19/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
01/19/2022	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
- Ice pond prep						
01/20/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Ice pond fill						
01/20/2022	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
- Cold patching						
01/21/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/21/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
- Pedestrian sign in island on Miller - replace						
01/21/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/21/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/21/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00

Total For Employee: 4400000009					40.00	5.50
01/17/2022	4400000016	Bincsik, Robert J	HOL	202	8.00	0.00
01/18/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/19/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/20/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/21/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00

Total For Employee: 4400000016					40.00	0.00
Hours for Week Beginning: 01/22/2022						

01/23/2022	4100000001	Gardner, Rodney E	2X	401	0.00	2.00
- plow						
01/24/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/24/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/25/2022	4100000001	Gardner, Rodney E	15X	401	0.00	2.00
- plow						
01/25/2022	4100000001	Gardner, Rodney E	15X	401	0.00	2.00
- plow						
01/25/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/25/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/25/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/26/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/26/2022	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
01/27/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/27/2022	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
01/28/2022	4100000001	Gardner, Rodney E	15X	401	0.00	2.00
- salt						
01/28/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/28/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/28/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
01/28/2022	4100000001	Gardner, Rodney E	REG	401	2.00	0.00

Total For Employee: 4100000001					40.00	8.00
01/23/2022	4100000004	Wright, David L	2X	401	0.00	2.50
- plowing and salting						
01/24/2022	4100000004	Wright, David L	REG	401	6.00	0.00
- plowed and salted major streets						
01/24/2022	4100000004	Wright, David L	REG	401	2.00	0.00
- plowed and salted						
01/25/2022	4100000004	Wright, David L	REG	401	1.00	0.00
- plowed firehall front parking lot						
01/25/2022	4100000004	Wright, David L	15X	401	0.00	2.00

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/25/2022	4100000004	Wright, David L	15X	401	0.00	2.00
		- plowed and salted				
01/25/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- plowed and salted				
01/25/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- water stakings				
01/25/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- plowed and salted mundy park lots				
01/25/2022	4100000004	Wright, David L	REG	401	1.00	0.00
		- changed blade on front plow on #7-15 pickup				
01/26/2022	4100000004	Wright, David L	VAC	401	1.00	0.00
01/26/2022	4100000004	Wright, David L	REG	401	3.00	0.00
		- hauling snow off cul de sacs				
01/26/2022	4100000004	Wright, David L	REG	401	4.00	0.00
		- changing batterys in #17 backhoe and getting it running working on back back blower				
01/27/2022	4100000004	Wright, David L	REG	401	8.00	0.00
		- washing equipment replacing salt light on #12-02 dumptruck repairing carbeuator on backback blower				
01/28/2022	4100000004	Wright, David L	REG	401	3.00	0.00
		- cold patching major streets				
01/28/2022	4100000004	Wright, David L	REG	401	2.00	0.00
		- stacking salt in salt bin and hauling salt to the school				
01/28/2022	4100000004	Wright, David L	REG	401	3.00	0.00
		- organizing tools and repairing light on front plow for #7-18				
-----					-----	-----
Total For Employee: 4100000004					40.00	6.50
01/24/2022	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- break up salt at dpw. plow streets				
01/25/2022	4100000005	Sandford, Jay E	15X	401	0.00	2.00
		- plow streets				
01/25/2022	4100000005	Sandford, Jay E	15X	401	0.00	2.00
		- plow streets				
01/25/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- plow streets				
01/25/2022	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- plow streets. load snow out of culdesacs				
01/26/2022	4100000005	Sandford, Jay E	REG	401	6.00	0.00
		- load out culdesacs. work on backhoe.				
01/26/2022	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- wash trucks				
01/27/2022	4100000005	Sandford, Jay E	REG	401	7.00	0.00
		- work on equipment. clean garage. organize new tool box.				
01/27/2022	4100000005	Sandford, Jay E	PERS	401	1.00	0.00
01/28/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- work on equipment at garage.				

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
01/28/2022	4100000005	Sandford, Jay E	15X	401	0.00	2.50
		- salt streets				
01/28/2022	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- salt streets				
-----					-----	-----
Total For Employee: 4100000005					40.00	6.50
01/24/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/24/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/24/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
01/24/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/25/2022	4400000009	Bosas, Rebecca M	15X	401	0.00	2.00
		- Plow				
01/25/2022	4400000009	Bosas, Rebecca M	15X	401	0.00	1.50
		- Plow				
01/25/2022	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
01/25/2022	4400000009	Bosas, Rebecca M	REG	401	7.50	0.00
01/26/2022	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
01/27/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/27/2022	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
01/27/2022	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
01/28/2022	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
01/28/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
01/28/2022	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
-----					-----	-----
Total For Employee: 4400000009					40.00	3.50
01/24/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/25/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/26/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/27/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
01/28/2022	4400000016	Bincsik, Robert J	REG	202	8.00	0.00
-----					-----	-----
Total For Employee: 4400000016					40.00	0.00
01/24/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/24/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/24/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00
01/24/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00
01/25/2022	4400000018	Leavitt, Mikel D	15X	401	0.00	2.00
		- Training - plowing				
01/25/2022	4400000018	Leavitt, Mikel D	15X	401	0.00	2.00
		- Training - plowing				
01/25/2022	4400000018	Leavitt, Mikel D	REG	401	0.50	0.00
01/25/2022	4400000018	Leavitt, Mikel D	REG	401	7.50	0.00
01/26/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/26/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00
01/26/2022	4400000018	Leavitt, Mikel D	REG	401	6.00	0.00

From: 01/01/2022 To: 01/28/2022

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours	
01/26/2022	4400000018	Leavitt, Mikel D	15X	401	0.00	1.00	
		- Traveling for pysche appointment. got back at 5:30.					
01/27/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
01/27/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00	
01/27/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00	
01/27/2022	4400000018	Leavitt, Mikel D	REG	401	1.00	0.00	
01/27/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00	
01/28/2022	4400000018	Leavitt, Mikel D	REG	401	2.00	0.00	
01/28/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00	
01/28/2022	4400000018	Leavitt, Mikel D	REG	401	3.00	0.00	
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Total For Employee: 4400000018					40.00	5.00	
Grand Total:					848.00	73.00	

Public Works
Monthly Work Orders

02/08/22

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
READ21-0895 COMPLETED	CC10-007380-0000-03	TOBIAS, LEI S 7380 CROSS CREEK DR	01/12/22 01/12/22	READ METER
READ21-0896 COMPLETED	OA10-005323-0000-01	ALLEN, LANA 5323 OAKVIEW DR	01/12/22 01/12/22	READ METER
WOFF22-2403 COMPLETED	FA10-005137-0000-02	COPELAND, NELSON 5137 FAIRCHILD ST	01/03/22 01/03/22	WATER TURN OFF
READ22-0897 COMPLETED	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	01/03/22 01/04/22	READ METER
WOFF22-2405 COMPLETED	CO20-007478-0000-03	JACOT, RICHARD AND NAOMI 7478 COUNTRY MEADOW DR	01/03/22 01/03/22	WATER TURN OFF
READ22-0898 COMPLETED	MC10-005048-0000-06	HALE, MEGAN 5048 MC LAIN ST	01/05/22 01/05/22	READ METER
WOFF22-2406 COMPLETED	BR20-006269-0000-02	CASCADE FUNDING MORTGAGE TRU 6269 BRISTOL RD	01/05/22 01/05/22	WATER TURN OFF
STRT22-0124 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/06/22 01/07/22	STREET REPAIR
FNRD22-2015 COMPLETED	SC20-005061-0000-07	SCHOENDORFF, PAUL 5061 SCHOOL ST	01/06/22 01/10/22	FINAL READ
STRT22-0125 COMPLETED	OA10-009194-0000-03	BIRT, KAREN 9194 OAKVIEW DR	01/06/22 01/10/22	STREET REPAIR
MTRP22-0646 COMPLETED	HE10-005149-0000-01	BLACK, CHRIS 5149 HELMSLEY DR	01/13/22 01/13/22	METER REPAIR
FNRD22-2016 COMPLETED	DO10-005348-0000-02	JMZ PROPERTIES LLC 5348 DON SHENK DR	01/10/22 01/11/22	FINAL READ
FNRD22-2017 COMPLETED	CO20-007446-0000-03	TVARDOS, CAROL 7446 COUNTRY MEADOW DR	01/11/22 01/12/22	FINAL READ
22-000005 COMPLETED	MY10-004326-0000-01	MCGAFFIGAN, MICHAEL 4326 MAYA LN	01/12/22 01/12/22	WATER QUALITY
FLAG22-0226 COMPLETED	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	01/13/22 01/14/22	LOWER/RAISE FLAG
SNOW22-0014	MI10-008060-0000-02	BECKER, GERALD 8060 MILLER RD	01/13/22	SNOW/ICE REMOVAL
SWBK22-0086 COMPLETED	MA30-007557-0000-02	OCENASEK, NANCY 7557 MASON ST	01/13/22 01/13/22	SEWER BACKUP
22-000006	MI10-007296-0000-02	METCALFE, WILLIAM 7296 MILLER RD	01/19/22	WATER QUALITY
WPRESS22-000033	MI10-007216-0000-02	BROWN, MARCUS 7216 MILLER RD	01/20/22	WATER PRESSURE
WOFF22-2407 COMPLETED	SP10-004361-0000-04	FRYE, DOROTHY 4361 SPRINGBROOK DR	01/24/22 01/24/22	WATER TURN OFF

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
FNRD22-2018 COMPLETED	JE10-004064-0000-01	GRAY, CAROL 4064 JENNIE LN	01/25/22 01/25/22	FINAL READ
FNRD22-2019 COMPLETED	CH10-009096-0000-02	SMITH, REBECCA 9096 CHELMSFORD DR	01/26/22 01/27/22	FINAL READ
MNT22-0376	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	01/26/22	BUILDING MAINTENAI
WOFF22-2408 CANCELLED	CR10-008051-0000-09	CONGDON, WILLIAM 8051 CRAPO ST	01/31/22 02/02/22	WATER TURN OFF
WOFF22-2410 CANCELLED	WI10-005132-0000-05	GIBBS, ALLISON 5132 WINSHALL DR	01/31/22 02/08/22	WATER TURN OFF
WOFF22-2411 CANCELLED	CE10-009269-0000-07	O'BOYLE, EMILY 9269 CEDAR CREEK CT	01/31/22 02/02/22	WATER TURN OFF
WOFF22-2412 CANCELLED	YA10-007025-0000-10	MARSHALL, JESSICA 7025 YARMY DR	01/31/22 02/02/22	WATER TURN OFF
WOFF22-2413 CANCELLED	CE10-009281-0000-04	GROCE, TONI 9281 CEDAR CREEK CT	01/31/22 02/01/22	WATER TURN OFF
WOFF22-2414 CANCELLED	CE10-009295-0000-07	HINKLEY, TOM & BRANDY 9295 CEDAR CREEK CT	01/31/22 02/02/22	WATER TURN OFF
WOFF22-2415	CE10-009277-0000-05	WALLACE, ANTHONY 9277 CEDAR CREEK CT	01/31/22	WATER TURN OFF
WOFF22-2416 CANCELLED	CE10-009263-0000-09	SMITH, ALLISON 9263 CEDAR CREEK CT	01/31/22 02/01/22	WATER TURN OFF
WOFF22-2417 CANCELLED	GR10-005331-0000-09	FISHER, JASON 5331 GREENLEAF DR	01/31/22 02/01/22	WATER TURN OFF
WOFF22-2418 CANCELLED	HT10-003431-0000-05	BALLARD, GARY 3431 HERITAGE BLVD	01/31/22 02/04/22	WATER TURN OFF
WOFF22-2419 COMPLETED	MC10-005122-0000-05	RANDALL, DEBORAH 5122 MC LAIN ST	01/31/22 02/01/22	WATER TURN OFF
WOFF22-2420 CANCELLED	CA10-008342-0000-11	HOGAN, ROBERT 8342 CAPPY LN	01/31/22 02/01/22	WATER TURN OFF
WOFF22-2421 CANCELLED	DO10-005267-0000-11	DELGADO, CASEY 5267 DON SHENK DR	01/31/22 02/01/22	WATER TURN OFF

Total Records: 36

Report Generated: 2/8/2022 9:57 AM
Report Options: Scheduled From: 1/1/2022 To: 1/31/2022

January 2022	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#6-16 2WD gas			22.7		
#1-20 4WD diesel			35.1		
#7-15 4WD gas	510.0		62.3		
#3-08 P/U 4WD gas	175.0		25.0		
#10-18 P/U diesel	594.0				57.2
#2-08 P/U 4WD gas	308.0		42.5		
#6-00 BACKHOE diesel					
#1-22 DUMP	119.0				98.2
#11 DUMP gas					
#12-02 DUMP diesel	122.0				30.1
#12-04 DUMP diesel	304.0				108.0
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					34.0
#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					5.5
TOTAL	2132.0		187.6		333.0

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PLANNING COMMISSION
ZONING BOARD OF APPEALS
2020 ANNUAL REPORT

To: The Honorable David Krueger & Swartz Creek City Council
From: The Swartz Creek Planning Commission
Subject: 2021 Annual Report

Greetings,

Introduction

In addition to the Planning Commission and Zoning Board of Appeals updates that are delivered in city council meeting packets, and respective minutes, this document serves as a summary report of the activities of the planning commission and zoning board of appeals for the calendar year of 2021. This report is not to be confused with the monthly building report. This document is intended to summarize the general status and open-meeting decisions made by the planning commission (PC) and zoning board of appeals (ZBA).

Summary Findings

The PC experienced a more robust year in terms of the number of reviews and meeting count. However, there are a limited number of projects. Most of their engagement was on a pair of ordinances, the master plan, and a determination on 8067 Miller Road. The only site plan was a follow-up review for the Brewer Townhomes. Some of the previous projects approved by the PC have been completed this year.

The ZBA was not able to partake in in-house training this year, but they did have three variances. Two signs and one dimensional variance for a new-build condo were heard and approved. This board has more consistent membership.

Training and memberships in professional organizations have been limited, with even fewer opportunities made available. Nearly all of these, including state conferences, have been virtual. We continue to have much turnover in the planning commission, which will require more orientation and training on a formal level. Additional conference attendance and/or other local training is recommended for members of both groups on a rotating basis. Some members have taken advantage of these opportunities.

The planning commission met nine times and experienced 59 attendances out of 79 attendance opportunities (75%). This is a decrease from 87% in 2019 and 80% in 2020.

The commission lost Mr. Farmer in April, and had resignations from Mr. Novak, Mr. Zuniga, and Mr. Long (appointed and resigned in 2021). Mr. Keene, Mr. Henry, and Mr. Cramer joined the PC in 2021. There is currently a vacancy for Mr. Cramer’s seat, as he loses eligibility due to a January 10, 2022 appointment to the city council.

The ZBA met three times. Attendance was about 62% (13 of 21 attendances out of total opportunities, including alternates). Only 15 attendance opportunities were required. Mr. Knickerbocker and Mr. Plumb joined the ZBA in 2021.

Boardmembers & Commissioners

Below is the current list of the PC and ZBA membership. All members have been given copies of the city’s personnel policies.

PLANNING COMMISSION	Term end date	Address
Jason Keene	06/30/24	5260 Birchcrest Dr.
Charles Campbell	06/30/24	5342 Winshall
Vacant	06/30/22	NA
Betty Binder, Secretary	06/30/23	8079 Bristol Road
Tom Wyatt (ZBA), Chair	06/30/23	5097 School
Bud Grimes	06/30/22	5171 Oakview Drive
Nate Henry (Council), Vice-Chair	11/28/22	5411 Don Shenk
Steve Long	06/30/22	5356 Worchester
David Krueger, Mayor	Per Council Term	7399 Miller Rd

Facts & Figures on Projects

Below is an exhaustive list of projects and activities that were addressed by the Planning

ZONING BOARD OF APPEALS	Term end date	Address
Tom Wyatt (PC Chair)	06/30/22	5097 School
Ronald Smith, Secretary	06/30/23	9194 Chesterfield
John Gilbert (Council member)	11/28/22	7459 Miller Rd.
Robert Plumb, Vice Chairperson	06/30/24	37 Somerset
James Packer, Chairperson	06/30/24	7515 Elizabeth Ct.
John Knickerbocker (Alternate)	06/30/23	5143 Helmsley
George Hicks (Alternate)	06/30/22	8373 Miller

Commission and Zoning Board of Appeals.

Project	Venue	Review	Location	Size or Units	Value	Month	Approval	Status
8067 Miller	PC	City Property Review	8067 Miller	Single Family	\$185,000	March	Yes	Sold/Occupied
Basement Ordinance	PC	Ordinance	N/A	N/A	N/A	September	Yes	In Force
Medical Office Expansion	PC	Site Plan	7550 Miller	1,296 sq. ft.	~\$250,000	2020	Yes	Substantially Complete
Pond Ordinance	PC	Ordinance	N/A	N/A	N/A	November	Yes	In Force
Brewer Townhomes	PC	Site Plan	Fortino Drive	15 Units	~\$3.4M	April	Yes	Under Construction
Master Plan Update	PC/DDA	Plan Update	N/A	N/A	N/A	2021	Pending	Draft
LED Sign	ZBA	Variance	8522 Miller	Wall Sign	\$10,000	January	Yes	Complete
LED Sign	ZBA	Variance	8048 Miller	Ground Sign	\$30,000	March	Yes	Complete
4289 Alex Marin	ZBA	Variance	4289 Alex Marin	Dimensional Setback	\$300,000	October	Yes	Complete
ZBA Basics	ZBA	Training	N/A	N/A	Priceless	September	N/A	Complete

Training

Staff is going to make a concerted effort to engage the new planning commissioners and zoning board of appeals members in formal training. We will specifically request that members with less than one full term engage in standard Michigan Association of Planning events, including the annual conference. We hope these events go live again, though some members have taken advantage of the virtual events. We will also look to send all commissioners to training involving site plan review, mixed uses, traffic calming, and downtown housing regulations in 2022.

While opportunities exist, and resources are dedicated to this purpose, folks have not been quick to sign up for these sessions. I also expect to encourage some crossover training and events with the DDA and Chamber of Commerce as well, since they are so instrumental in economic development now.

Conclusions - Looking Forward

February 8, 2022
Planning Commission
Annual Report for 2021

There were not any issues or anomalies with the commissions that demand attention. It is unclear what is in store for 2022 in the market place, making the workload for zoning, site plans, and variances unpredictable. However, the city continues to review the master plan and combining the efforts of the PC and DDA to make a more detailed plan for the downtown, with or without raceway development. There are also many inquiries for new residential and commercial growth in target areas.

Issues that we know must be looked at, some of which are pending, include:

1. Engaging in proactive planning as it relates to the RRC sites, such as the raceway
2. Updating the six year Capital Improvement Program
3. Consideration of a specific downtown traffic plan for Miller Road

Please contact me directly if you have any comments or inquiries on the matter.

Sincerely,



Adam H. Zettel, AICP
City Manager
City of Swartz Creek
azettel@cityofswartzcreek.org