

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 02/22/2016**

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: Abrams, Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Finance Director Juanita Aguilar, City Clerk Connie Eskew, Treasurer, Deanna Korth.

Others Present: Tommy Butler, Jim Barclay, Steve Shumaker, Sharon Shumaker, Dennis Cramer, Jim Florence, Ron Schultz, Lou Fleury.

APPROVAL OF MINUTES

Resolution No. 160222-01

(Carried)

Motion by Mayor Pro Tem Abrams
Second by Councilmember Gilbert

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held Monday February 08, 2016 to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker, Abrams.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 160222-02

(Carried)

Motion by Councilmember Shumaker
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as presented and printed for the Regular Council Meeting of February 22, 2016, to be circulated and placed on file.

YES: Hicks, Krueger, Pinkston, Porath, Shumaker, Abrams, Gilbert.
NO: None. Motion Declared Carried.

City Manager's Report

Resolution No. 160222-03

(Carried)

Motion by Councilmember Porath
Second by Mayor Pro Tem Abrams

I Move the Swartz Creek City Council accept the City Manager's Report of February 22, 2016, including reports and communications, to be circulated and placed on file.

Discussion Ensued.

YES: Krueger, Pinkston, Porath, Shumaker, Abrams, Gilbert, Hicks.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC

James Barclay resides at 8420 Cappy Lane, voiced concerns over the mosquitoes in the summer. City Manager Adam Zettel commented that the City hasn't lined up anything for citywide spraying, the program that is going to be most successful is public education. Mr. Barclay wanted to make council aware of the retention pond at the High School.

Tommy Butler resides at 40 Somerset, commented on a grow house that blew up, and he likes the calendar that was added to the bottom of the agenda. Mr. Butler mentioned he attended the Police Authority meeting and encouraged others to go and felt it was very informative.

COUNCIL BUSINESS

Genesee District Library

Presentation

Mr. Conklin gave a brief presentation and an update of the library today. It is the third largest by population in the state of Michigan, which has 19 branches. Programs included are the Talking Book Center, Bolo Business Center, digital content (e-books, e-magazines, e-music). The revenues were less than the expenditures in 2008 and by 2011-2012 that trend had been reversed and now has a revenue over and above. Since August 2015 a mobile responsive website has been put in place.

Plante Moran

Presentation

Pam Hill and Chrystal Simpson, representatives for Plante Moran presented a study session on items that impact the city budget. Items discussed were pension assumptions, pension funding progress, OPEB assumptions, OPEB funding progress. Pam briefly went over the property tax overview, property taxes, taxable values, restricted funds and water & sewer-net position.

5 minute break

2015-2016 MID-YEAR BUDGET ADJUSTMENTS

Resolution No. 160222-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Gilbert

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 2015 – 2016 Revenue and Expenditure Report through January 2016, 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 manager to make all necessary mid-year budget adjustment amendments to Fund 203 (Local Streets), Fund 590 (Water), and Fund 591 (Sewer), in accordance with the supplemental documentation (pages 75 to 88) attached.

YES: Pinkston, Porath, Shumaker, Abrams, Gilbert, Hicks, Krueger.
NO: None. Motion Declared Carried.

2016 MOWING CONTRACT AWARD

Resolution No. 160222-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Hicks

WHEREAS, the City of Swartz Creek sought sealed bids for the mowing of city-owned properties in 2013, for services to be provided through January 2016; and

WHEREAS, Lawn Kings was found to be the responsible low bidder and was thereby awarded the work on April 22, 2013; and

WHEREAS, the time frame for the existing contract has expired and the contractor has offered to extend the bid unit pricing for an additional two years; and

WHEREAS, the city council finds the service adequate and the price competitive and in compliance with the city's bidding policy,

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby extends the contract for lawn care services to the low bidder, Lawn Kings, for one year per the specifications set forth in the bid documents and subsequently modified to reflect the addition of vacant land on Fortino Drive, said property negotiated to cost \$20 per cut, a copy of such specifications is attached hereto, and further, appropriate an amount sufficient to meet the payment of the award, and further, direct the City Manager to prepare and execute a contractor's agreement.

Discussion Ensued.

YES: Porath, Shumaker, Abrams, Gilbert, Hicks, Krueger, Pinkston.
NO: None. Motion Declared Carried.

HANDBOOK AMENDMENTS

Resolution No. 160222-06

(Carried)

Motion by Councilmember Pinkston
Second by Mayor Pro Tem Abrams

WHEREAS, the City of Swartz Creek desires to develop and maintain a qualified and motivated workforce of professional staff, as well as to uphold the highest standards of ethics and excellence for all such staff, elected officials, and other officials; and

WHEREAS, Section 7.2(c) of the City Charter enables the administrative service to further promulgate rules related to the administration and establishment of policy for city staff; and,

WHEREAS, the City Council finds that a complete set of personnel policies, including a code of ethics, as established by resolution, is a necessary component of achieving the noted goals; and,

WHEREAS, city staff, the city attorney, and a temporary committee of the city council have drafted, revised, and recommended approval of the Personnel Policy, also known as the Employee Handbook, as included and approved in the city council packet of November 23, 2015; and,

WHEREAS, the city's labor attorney has updated the manual, prior to employee distribution, to include new statutes and case law updated through 2015; and,

NOW, THEREFORE, BE IT RESOLVED THAT the Swartz Creek City Council approves the amendments to the Personnel Policy of the City of Swartz Creek and

directs city staff to update the manual with the amended pages and to circulate the handbook to all city staff, elected officials, and other applicable officials of the city.

Discussion Ensued.

YES: Shumaker, Abrams, Gilbert, Hicks, Krueger, Pinkston, Porath.
NO: None. Motion Declared Carried.

MASTER PLAN PUBLIC HEARING DATE CHANGE

Resolution No. 160222-07

(Carried)

Motion by Councilmember Porath
Second by Mayor Pro Tem Abrams

WHEREAS, the City of Swartz Creek approved distribution of the city's master plan, including the establishment of a public hearing in front of the city council on April 25, 2016; and

WHEREAS, the Michigan Planning Enabling Act requires the planning commission to hold said public hearing.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby cancels the master plan public hearing for April 25, 2016 and establishes a master plan public hearing for May 3, 2016, to be held before the Planning Commission.

BE IT FURTHER RESOLVED, the City Council directs the city manager to amend notices and postings as necessary to effect this change.

YES: Abrams, Gilbert, Hicks, Krueger, Pinkston, Porath, Shumaker.
NO: None. Motion Declared Carried.

MEETING OPEN TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Gilbert wanted to thank everyone for their kindness and support for the recent loss of his son, the family really appreciated everything.

Councilmember Hicks commented that Andrew Heller was back writing and his first article was very good. She also received some unsolicited praise from a new employee at work who is a Swartz Creek resident and she gave nothing but praise for our community.

Councilmember Shumaker wanted to thank City Manager for his report on Yarmy Drive for repair. He found a big piece of road debris in his driveway snowplowing in the last snow we received.

Councilmember Porath remarked that next Monday the Street Committee will be meeting, and this Wednesday the Police Authority will be meeting. He mentioned next month we will be having the Police Authority meeting at night. He hopes to see everyone.

Mayor Pro Tem Abrams, remarked the Fire Board meets tomorrow night at 7 p.m. and The Women's club chili dinner is the 18th of March and funds will go to Cops in the Park.

Mayor Krueger extended his condolences from the council to councilmember Gilbert for the loss of his son. He mentioned that The Save the Streets committee will be having a fundraiser at Jan's Bar on March 30th.

Adjournment

Resolution No. 160222-08

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Porath

I Move the Swartz Creek City Council adjourn the regular meeting at 8:39 pm.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Eskew, City Clerk