

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 11/27/2017**

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: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Connie Eskew, Treasurer Deanna Korth, Director of Public Services Tom Svrcek & City Attorney Chris Stritmatter.

Others Present: Lania Rocha, Steve Shumaker, Bob Plumb, Lou Fleury, Bud Grimes, Sandy Raffaelli, Faye Porath, Ashley Frase, Pam Hill, Matt Bade, Dave Plumb, Roy Hodge, Suzy Hodge & Janet Hodge.

APPROVAL OF MINUTES

Resolution No. 171127-01

(Carried)

Motion by Councilmember Porath
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday November 13, 2017, to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 171127-02

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as, amended for the Regular Council Meeting of November 27, 2017, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Pinkston, Porath, Cramer, Florence.

NO: None. Motion Declared Carried.

CITY MANAGER'S REPORT

Resolution No. 171127-03

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of November 27, 2017, including reports and communications, to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Pinkston, Porath, Cramer, Florence, Gilbert.

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Lou Fleury, Rowe Professional Services, gave an update on street construction. Major items are complete. Restoration and more tree planting will be done in the spring.

COUNCIL BUSINESS:

RESOLUTION TO APPROVE THE 2016-2017 FISCAL YEAR AUDIT BY INDEPENDENT AUDITOR PLANTE-MORAN **Presentation**

Plante-Moran representatives informed the council that they spent approximately 250 hours auditing the city. The city received an unmodified opinion which is the highest level of assurance you can receive. A review of governmental fund revenue, taxable value, governmental fund expenditures, long term liabilities, components of governmental fund-fund balance, general fund-fund balance and looking ahead and items for consideration.

Resolution No. 171127-04

(Carried)

Motion by Councilmember Hicks
Second by Councilmember Florence

WHEREAS, Section 8.13 of the City Charter requires an audit of all accounts of the city government; and

WHEREAS, independent auditors, retained by the city per a qualified bidding selection process, have completed said audit for the most recent fiscal year, 2017; and

WHEREAS, said audit contains financials for related public utilities, enterprise accounts, and the Downtown Development Authority; and

WHEREAS, the audit, as presented to the city council on November 27, 2017, has been found to meet generally accepted accounting standards and required reporting provisions of state and local law.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek accept the 2016-2017 Fiscal Audit Report prepared by Plante-Moran, a copy of which is attached hereto, and further, direct such to be published, distributed, circulated and placed on file in a manner prescribed by law.

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

RESOLUTION TO APPROVE 2018 DAVAL DRIVE WATER MAIN AND RECONSTRUCTION AND CONSTRUCTION ENGINEERING

Resolution No. 171127-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Hicks

WHEREAS, the City of Swartz Creek owns, operates, and maintains a system of major streets, local streets, and water main, and

WHEREAS, the city has a twenty year asset management plan on file that is funded in part by a twenty year street levy, and

WHEREAS, the reconstruction and rehabilitation features of the second year of the plan were awarded to Glaeser Dawes through a sealed bidding process, and

WHEREAS, this plan, which includes various levels of preventative maintenance, preservation, and reconstruction on city streets, as well as water main replacement, was assessed by the Street Project Selection Committee at multiple meetings during the 2017 construction season, and

WHEREAS, the city council finds that the negotiated pricing offered by Glaeser Dawes to complete Daval Drive reconstruction in 2018 remains competitive and the quality of the work is adequate, and

WHEREAS, awarding the contract to Glaeser Dawes will enable approximately four additional months to fine tune project components such as staging, communication, and sub-contractor schedules, and

WHEREAS, this project shall require construction engineering services to ensure proper materials, procedures, and results.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council affirms the recommendation of the street committee and approves the negotiated project amount by Glaeser Dawes Corporation, as filed with the city, in the amount of \$1,086,161.60 for street and water main work.

BE IT FURTHER RESOLVED, that the City Council approves the engineering proposal by ROWE Professional Services Company, dated November 21, 2017, for an amount not to exceed \$124,952 for construction engineering services related to the awarded project.

BE IT FURTHER RESOLVED, that appropriations to the projects and engineering shall be made to Fund 101 (General), Fund 202 (Major Streets), Fund 203 (Local Streets), Fund 204 (Municipal Streets) and Fund 590 (Water) as directed by the Treasurer.

BE IT FURTHER RESOLVED, that the City Council directs the City Manager to execute any and all contracts, permits, agreements, and related documentation to said project award engineering proposal on behalf of the city.

BE IT FURTHER RESOLVED, that the City Council directs the Street Project Review Committee to provide recommendations to the engineer, contractor, and staff regarding areas for process improvement during the 2018 construction season.

Discussion Ensued.

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

RESOLUTION TO APPROVE REHABILITATION BIDS FOR 5256 DON SHENK

Resolution No. 171127-06

(Carried)

Motion by Mayor Pro Tem Pinkston
Second by Councilmember Cramer

WHEREAS, the city acquired a residential structure in the community that is in need of repairs and improvement; and

WHEREAS, a temporary committee was created to review conditions and prepare bid specifications to restore the residence; and

WHEREAS, such specifications were released for sealed bids, with the bid opening occurring on November 22, 2017; and

WHEREAS, the responsible low bid was found to be submitted by Bedrock Building Inc., of Linden, Michigan in the amount of \$48,650 for the Base Bid and \$14,300 for Alternate 1 (Basement).

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby approves the Base bid, as submitted by Bedrock Building, Inc. for rehabilitation services for 5256 Don Shenk Drive in the amount of \$48,650, in accordance with the attached bid specifications.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council hereby authorizes the City Manager to execute the change order for the Alternate 1 bid, as submitted by Bedrock Building, Inc. for rehabilitation services for 5256 Don Shenk Drive in the amount of \$14,300, in accordance with the attached bid specifications, subject to budget allowances and project circumstances.

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council directs the Treasurer to account for expenses related to this rehabilitation in a separate account, with the intention of accounting for investment expenses and potential sale proceeds.

Discussion Ensued.

YES: Porath, Cramer, Florence, Hicks, Krueger, Pinkston.

NO: Gilbert. Motion Declared Carried.

RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER NUMBER 171, TO ELIMINATE ONSTREET PARKING ON INGALLS BETWEEN FAIRCHILD AND SCHOOL STREETS

Resolution No. 171127-07

(Carried)

Motion by Councilmember Porath
Second by Councilmember Cramer

WHEREAS, the city owns and operates a system of major and local streets, including traffic control devices; and

WHEREAS, Chapter 18, Article II of the Swartz Creek City Charter adopts the provisions of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition; and

WHEREAS, Section 1A.08 of the Michigan Manual on Uniform Traffic Control Devices, 2009 Edition places local control of the regulation of traffic devices; and

WHEREAS, the street administrator and staff from the Metro Police Department of Genesee County recommend that parking on the north side of Ingalls, between Fairchild Street and School Street be prohibited due to the narrowing of the road.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek approve Traffic Control Order #171 as a permanent order and direct the staff to place and/or remove signs in accordance with the MUTCD.

YES: Cramer, Florence, Gilbert, Hicks, Krueger, Pinkston, Porath.

NO: None. Motion Declared Carried.

RESOLUTION TO APPROVE STREET USAGE PERMIT, ANNUAL FIRE DEPARTMENT CHRISTMAS PARADE

Resolution No. 171127-08

(Carried)

Motion by Councilmember Cramer
Second by Councilmember Florence

WHEREAS, the City of Swartz Creek issues street closure permits for the purposes of holding public events from time-to-time; and,

WHEREAS, the Swartz Creek Area Firefighters Association has submitted application for such a street closure for the purposes of hosting an annual Christmas parade in downtown Swartz Creek; and,

WHEREAS, the Chief of Police finds the application satisfactory and the City Council finds the time, place, and manner of the parade to be conducive to the health, safety, and welfare of the community.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek accept the Chief of Police’s recommendation and approve the Swartz Creek Area Fire Fighters Association’s Street Usage Application to hold an annual Christmas Parade on Saturday, December 2, 2017 from 6:00 PM to 7:00 PM, route, stipulations and conditions as set forth in the application packet, a copy of which is attached hereto, under the direction and control of the office of the Chief of Police.

YES: Florence, Gilbert, Hicks, Krueger, Pinkston, Porath, Cramer.

NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

Roy Hodge, 8057 Miller Road, made council aware of the parking dilemma that the tree lighting event caused the businesses.

Tom Svrcek, Director of Public Services, wanted to thank the Women’s Association on the success of the tree lighting event. It was a beautiful night and very well attended. He also thanked everyone who attended the Genesee County Water Treatment Plant open house.

REMARKS BY COUNCILMEMBERS:

Councilmember Porath wasn’t able to attend Genesee County Water Treatment Plant open house and would like to go if another opportunity comes up. Events downtown do need to be coordinated with local businesses for parking issues that may occur.

Councilmember Florence he also agreed that the parking issues downtown need to be communicated with local businesses.

Councilmember Hicks attended the Genesee County Water Treatment Plant open house and commented it was a nice facility. She commented on a repair needed at the tot lot and asked what the status was on the fence at Elms Park.

Tom Svrcek replied it would probably be done next spring.

She mentioned that there was construction boards still on a property at corner of Miller/Winston that need to be taken care of. She requested the library electricity be taken care of for the Dec. 2nd Christmas event.

Councilmember Gilbert attended the Genesee County Water Treatment Plant open house and it was very interesting. He inquired on leaf pickup.

Councilmember Cramer would like an aircraft warning light on the water tower.

Mayor Krueger reminded everyone that on December 2nd is the annual Christmas parade and all the events and activities downtown.

Councilmember Porath reminded everyone that there is a special Police Authority meeting on November 28th at the new office.

ADJOURNMENT

Resolution No. 171127-09

(Carried)

Motion by Councilmember Gilbert
Second by Mayor Pro Tem Pinkston

I Move the Swartz Creek City Council adjourn the regular meeting at 8:38 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Eskew, City Clerk