

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 11/26/2018**

The meeting was called to order at 7:02 p.m. by Mayor Krueger in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Cramer, Farmer, Gilbert, Hicks, Krueger, Pinkston, Porath.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Connie Eskew, Director Public Services Tom Svrcek, City Attorney Mike Gildner.

Others Present: Lania Rocha, Bob Plumb, Steve Shumaker, Alan Moses, Steve Long, John Wilson, Boots Abrams, Penny Messer, Tammy Parenteau, Susie Kietzman, Sandi Brill, Elaine Tucker, Angie Root, Faye Porath.

**APPROVAL OF MINUTES**

**Resolution No. 181126-01**

**(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 12, 2018 to be circulated and placed on file.

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

**APPROVAL OF CLOSED SESSION MINUTES**

**Resolution No. 181126-02**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Closed Session Minutes of the Regular Council Meeting held Monday November 12, 2018 to be placed on file.

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

### **APPROVAL OF AGENDA**

#### **Resolution No. 181126-03**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as, presented and printed for the Regular Council Meeting of November 26, 2018, to be circulated and placed on file.

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

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

#### **Resolution No. 181126-04**

**(Carried)**

Motion by Councilmember Farmer  
Second by Councilmember Cramer

**I Move** the Swartz Creek City Council accept the City Manager's Report of November 26, 2018, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

### **MEETING OPENED TO THE PUBLIC:**

Steve Shumaker, 7446 Country Meadow Drive, mentioned some resident comments he received during his campaigning such as assessment value versus purchase value on a property just purchased, police patrolling, potential candidate comments on city office,

train horn being to long, and the tap in fees being waived on the condo project on Fortino Drive.

Sandi Brill, 5352 Greenleaf Drive, clock in lobby at city hall will be presented to Roger Sharp and his family on Saturday, December 8, 2018 at 1 p.m. by the GFWC Swartz Creek Women's Club. and invited council to attend. The clock was purchased by the GFWC Swartz Creek Women's Club and community donations. Also this Friday November 30, 2018 at 6 p.m. is the Second Annual Christmas Tree Lighting Ceremony. Saturday December 1, 2018 will be the Christmas Parade.

Penny Messer, Pennies From Heaven Photography, we are a licensed and insured drone pilot if you ever need their services.

## **COUNCIL BUSINESS:**

### **COMMISSION APPOINTMENTS**

#### **Resolution No. 181126-05**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Cramer

**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 exist vacancies in a number of said positions; and

**WHEREAS**, said appointments are Mayoral appointments, 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:

- |                    |  |                           |
|--------------------|--|---------------------------|
| <b>#181126-8A1</b> | <b><u>MAYOR RE-APPOINTMENT:</u></b><br>Fire Board, Citizen<br>Two year term, expiring November 23, 2020        | <b>John Knickerbocker</b> |
| <b>#181126-8A2</b> | <b><u>MAYOR RE-APPOINTMENT:</u></b><br>Fire Board, Council Member<br>Two year term, expiring November 23, 2020 | <b>Curt Porath</b>        |
| <b>#181126-8A3</b> | <b><u>MAYOR APPOINTMENT:</u></b>   | <b>Rae Lynn Hicks</b>     |

Fire Board, Council Member  
Two year term, expiring November 23, 2020

- #181126-8A4** **MAYOR RE-APPOINTMENT:** **Dennis Cramer**  
Flint Area Narcotics Group, City Council Delegate  
Two year term, expiring November 23, 2020
- #181126-8A5** **MAYOR RE-APPOINTMENT:** **John Gilbert**  
Flint Area Narcotics Group, Alternate  
Two year term, expiring November 23, 2020
- #181126-8A6** **MAYOR RE-APPOINTMENT:** **John Gilbert**  
GAIN Auto Theft, City Council Delegate  
Two year term, expiring November 23, 2020
- #181126-8A7** **MAYOR APPOINTMENT:** **Dennis Cramer**  
GAIN Auto Theft, Alternate  
Two year term, expiring November 23, 2020
- #181126-8A8** **MAYOR APPOINTMENT:** **Boots Abrams**  
Local Officers Compensation Commission, Citizen  
Five year term, expiring November 27, 2023
- #181126-8A9** **MAYOR RE-APPOINTMENT:** **James Barclay**  
Park and Recreation Advisory Board, Citizen  
Three year term, expiring December 31, 2021
- #181126-8A10** **MAYOR RE-APPOINTMENT:** **Jentery Farmer**  
Park and Recreation Advisory Board, Citizen  
Three year term, expiring December 31, 2021
- #181126-8A11** **MAYOR RE-APPOINTMENT:** **Rae Lynn Hicks**  
Park and Recreation Advisory Board, Citizen  
Three year term, expiring December 31, 2021
- #181126-8A12** **MAYOR RE-APPOINTMENT:** **Samantha Fountain**  
Park and Recreation Advisory Board, Citizen  
Two year term, expiring December 31, 2020
- #181126-8A13** **MAYOR RE-APPOINTMENT:** **Trudy Plumb**  
Park and Recreation Advisory Board, Citizen  
Two year term, expiring December 31, 2020
- #181126-8A14** **MAYOR RE-APPOINTMENT:** **Connie Eskew**  
Park and Recreation Advisory Board, Citizen  
Two year term, expiring December 31, 2020
- #181126-8A15** **MAYOR RE-APPOINTMENT:** **Joe Perreault**  
Park and Recreation Advisory Board, Citizen  
One year term, expiring December 31, 2019
- #181126-8A16** **MAYOR RE-APPOINTMENT:** **Larry Cummings**  
Park and Recreation Advisory Board, Citizen  
One year term, expiring December 31, 2019
- #181126-8A17** **MAYOR RE-APPOINTMENT:** **Rick Henry**

Park and Recreation Advisory Board, Citizen  
One year term, expiring December 31, 2019

- #181126-8A18** **MAYOR APPOINTMENT:** \_\_\_\_\_  
Planning Commission, Citizen  
Remainder of Three year term, expiring June 30, 2021
- #181126-8A19** **MAYOR RE-APPOINTMENT:** **Thomas Svrcek**  
Genesee County Water and Waste Services TAC, Delegate  
Two year term, expiring November 23, 2020
- #181126-8A20** **MAYOR RE-APPOINTMENT:** **Adam Zettel**  
Genesee County Water and Waste Services TAC, Alternate  
Two year term, expiring November 23, 2020
- #181126-8A21** **MAYOR RE-APPOINTMENT:** **Curtis Porath**  
Zoning Board of Appeals, City Council Delegate  
Two year term, expiring November 23, 2020
- #181126-8A22** **MAYOR RE-APPOINTMENT:** **Douglas Stephens**  
Construction Board of Appeals, Citizen  
Two year term, expiring November 23, 2020
- #181126-8A23** **MAYOR APPOINTMENT:** **Brad Lyndsay**  
Construction Board of Appeals, Citizen  
Two year term, expiring November 23, 2020
- #181126-8A24** **MAYOR RE-APPOINTMENT:** **Joe Perreault**  
Construction Board of Appeals, Citizen  
Two year term, expiring November 23, 2020
- #181126-8A25** **MAYOR RE-APPOINTMENT:** **Adam Zettel**  
911 Consortium, Delegate  
Two year term, expiring November 23, 2020
- #181126-8A26** **MAYOR RE-APPOINTMENT:** **Thomas Svrcek**  
Street Administrator, Delegate  
Two year term, expiring November 23, 2020
- #181126-8A27** **MAYOR RE-APPOINTMENT:** **Adam Zettel**  
Street Administrator, Alternate  
Two year term, expiring November 23, 2020
- #181126-8A28** **MAYOR RE-APPOINTMENT:** **John Gilbert**  
Genesee County Metropolitan Alliance, City Council Delegate  
Two year term, expiring November 23, 2020
- #181126-8A29** **MAYOR APPOINTMENT:** **Dennis Cramer**  
Genesee County Metropolitan Alliance, Alternate  
Two year term, expiring November 23, 2020
- #181126-8A30** **MAYOR APPOINTMENT:** **Robert Plumb**  
Genesee County Metropolitan Alliance, Citizen  
Two year term, expiring November 23, 2020
- #181126-8A31** **MAYOR RE-APPOINTMENT:** **David Krueger**

Genesee County Small Cities, City Council Delegate  
Two year term, expiring November 23, 2020

**#181126-8A32** **MAYOR APPOINTMENT:** **Dennis Cramer**  
Genesee County Small Cities, Alternate  
Two year term, expiring November 23, 2020

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

**A RESOLUTION TO APPROVE ORDINANCE 435 TO AMEND THE PARKING VIOLATIONS FINE AND FEE SCHEDULE**

**Resolution No. 181126-06** **(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek maintains ordinances to regulate and enforce parking provisions in public and private spaces, and

**WHEREAS**, the Metro Police Department is responsible for overseeing the Parking Violations Bureau and enforcement of all parking related ordinances, and

**WHEREAS**, the City and Metro PD desire more effective penalties and disincentives for offenders that violate the city's parking ordinances, with such fees and fines to be set by the City Council, and

**WHEREAS**, the City of Swartz Creek permits activities within public right-of-ways, including sidewalk works, that require approval and inspection for which the City Council sets fees for service.

**NOW, THEREFORE, I MOVE** the City of Swartz Creek ordains:

**CITY OF SWARTZ CREEK  
ORDINANCE NO. 435**

**An ordinance to amend Article II and II of Section 15 to establish fees for permitting of sidewalk works and activities in the right of ways, as well as Article III of Chapter 18 of the Code of Ordinances to establish fines, fees, and the penalties for violations thereof.**

**THE CITY OF SWARTZ CREEK ORDAINS:**

**Section 1. Amendment of Article II of Chapter 15 of the Code of Ordinances of the City of Swartz Creek by amending Section 15-42.**

The City Council hereby amends Article II of Chapter 15 of the Code of Ordinances of the City of Swartz Creek by amending Section 15-42, to read as follows:

**Sec. 15-42. Permit for sidewalks.**

(a) No sidewalk, crosswalk or driveway shall be laid or repaired by any person other than the city in any street, alley or other public place within the city without a permit from the city manager. The fee for each such permit shall be set by resolution of the city council and shall be for the purpose of defraying the expense of issuance and necessary inspections of the work.

**Section 2. Amendment of Article III of Chapter 15 of the Code of Ordinances of the City of Swartz Creek by amending Section 15-104.**

The City Council hereby amends Article III of Chapter 15 of the Code of Ordinances of the City of Swartz Creek by amending Section 15-104, to read as follows:

**Sec. 15-104. Granting of permit.**

(a) The city manager, upon the filing of the application and bond and the payment of a permit fee as set by resolution by the city council may in his discretion issue a permit. This permit shall state the name and address of the applicant, the location, nature, purpose and extent of the excavation or opening, the kind or kinds of pavement or surface to be disturbed and the dates of the granting and expiration of the permit. All permits shall be consecutively numbered and shall be in triplicate, one copy to be given to the applicant, one copy to be delivered to the city engineer and one copy to remain on file in the office of the city manager. Such permit shall at all times be in the possession of a competent person actually engaged in the work and shall be shown upon demand to a police officer, other duly authorized officer or employee of the city.

**Section 3. Amendment of Article III of Chapter 18 of the Code of Ordinances of the City of Swartz Creek by amending Section 18-71.**

The City Council hereby amends Article III of Chapter 18 of the Code of Ordinances of the City of Swartz Creek by amending Section 18-71, to read as follows:

**Sec. 18-71. Schedules of fines.**

Parking violations shall be punishable by fines and fees set by resolution of the City Council.

**Section 4. Effective Date.**

This Ordinance shall take effect on January 1, 2019 (a minimum of twenty (20) days following publication).

At a regular meeting of the City Council of Swartz Creek held on the 26th day of November, 2018, Councilmember Gilbert moved for adoption of the foregoing ordinance and Councilmember Hicks supported the motion.

Voting for: Porath, Cramer, Farmer, Gilbert, Hicks, Krueger, Pinkston

Voting against: None.

The Mayor declared the ordinance adopted.

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David Krueger, Mayor

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Connie Eskew, City Clerk

### **CERTIFICATION**

The foregoing is a true copy of Ordinance No. 435 which was enacted by the City Council of the City of Swartz Creek at a regular meeting held on November 26, 2018.

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Connie Eskew, City Clerk

Discussion Ensued.

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

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

**Resolution No. 181126-07**

**(Carried)**

Motion by Mayor Pro Tem Pinkston  
Second by Councilmember Porath

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

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

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

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

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

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

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

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

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

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

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

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

Prohibited parking (signs un-necessary)

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

Parking for prohibited purpose

(x) Displaying vehicle for sale	\$ 40.00
(y) Working or repairing vehicle	\$ 40.00
(z) Displaying advertising	\$ 40.00
(aa) Selling merchandise	\$ 40.00
(bb) Storage over 48 hours	\$ 40.00
(cc) Wrong side boulevard roadway	\$ 40.00
(dd) Loading zone violation	\$ 40.00
(ee) Bus, parking other than bus stop	\$ 40.00

(ff) Taxicab, parking other than cab stand	\$ 40.00
(gg) Bus, taxicab stand violations	\$ 40.00
(hh) Failure to set brakes	\$ 40.00
(ii) Parked on grade wheels not turned to curb	\$ 40.00
(jj) Parked on lawn extension within right of way	\$ 40.00
(kk) Parked on front lawn	\$ 40.00

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

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

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

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

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

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

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

Police Personnel	\$40	Per Hour
Police Clerical	\$30	Per Hour
Police Car	\$15	Per Hour
Fire Personnel	\$20	Per Hour
Fire Pumper	\$250	Per Hour
Fire Support Vehicles	\$100	Per Hour

**4. Chapter 5: Cemetery Lots - Purchase**

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

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

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

**6. Chapter 11: Park Reservation Fees**

Elms Park

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

Winshall Park

Pavilion #1	\$ 70.00
Pavilion #2	\$ 70.00
Pavilion #3	\$ 70.00

Deposit \$100.00

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

\$50.00

8. **Chapter 15: Permit, Sidewalk Installation**

\$25.00

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

\$100.00

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

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

*Rates for Quarterly Billings*

**Readiness to serve charge**

5/8", 3/4", 1"	\$51.22
1.5"	\$220.77
2"	\$353.23
3"	\$662.31
4"	\$1,103.85
6"	\$2,207.70

**Commodity charge (per 100 cubic feet of water): \$7.07**

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

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

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

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

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

**Bulk Water Purchases**

1 cubic ft. = 7.4805

Gallons

**Gallons      Cubic ft.      Cost**

3,740	499.96658	\$104.00
5,000	668.40452	\$116.00
10,000	1336.809	\$160.00
15,000	2005.2136	\$204.00
20,000	2673.6181	\$247.00

**11. Chapter 19: Water & Sewer Tap Fees**

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

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

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

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

**12. Chapter 19: Sanitary Sewer Rates**

*Rates for Quarterly Billings*

Readiness to serve charge (per metered account):	\$52.50
Readiness to serve charge (non-metered accounts):	\$124.61
Commodity charge (per 100 cubic feet of water consumed):	\$2.14

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

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

**13. Chapter 20: Weed Cutting Fees**

\$300 per cut

**14. Building & Trade Inspection Fees**

**A. Building Permit Fees:**

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

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

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

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

Residential Roofing.....	\$100.00 fee per project
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Siding permits are based upon the project cost.

Commercial roofing is to be based upon the project cost.

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

All work not involving a sq. foot computation:	
Plan review and administration base fee (plus \$50.00 for each inspection)	\$75
Additional inspections	\$75
Certificate of Occupancy	\$50
Work Commencing Before Permit Issuance	\$75

**B. Electrical Inspection Fees**

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

**New Residential Electrical System**

Up to 1,500.00 sq. foot	\$80.00
1,501 to 3,500 sq. foot	\$130.00
Over 3,500 sq. foot	\$180.00

**Service**

Through 200 Amp.	\$10
Over 200 Amp. thru 600 Amp.	\$15
Over 600 Amp. thru 800 Amp.	\$20
Over 800 Amp. thru 1200 Amp.	\$50
Over 1200 Amp. (GFI only)	\$75
Circuits	\$5
Lighting Fixtures-per 25	\$5
Dishwasher	\$5
Furnace-Unit Heater	\$5

Electrical-Heating Units (baseboard)	\$4
Power Outlets (ranges, dryers, etc.)	\$7

**Signs**

Unit	\$6
Letter	\$10
Neon-each 25 feet	\$20

Feeders-Bus Ducts, etc.-per 50'	\$6
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Mobile Home Park Site	\$5
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Recreational Vehicle Park Site	\$5
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**K.V.A. & H.P.**

Units up to 20	\$4
Units 21 to 50 K.V.A. or H.P.	\$6
Units 51 K.V.A. or H.P. & over	\$10

**Fire Alarm Systems (excl. smoke detectors)**

Up to 10 devices	\$50
11 to 20 devices	\$100
Over 20 devices	\$5 each

Low voltage - Per opening (devices)	\$5 each
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Energy Retrofit-Temp. Control	\$45
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Conduit only or grounding only	\$45
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**Inspections**

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

**C. Mechanical Inspection Fees**

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

**Residential Heating System**

(Includes duct & pipe)	
Up to 1,500 sq. feet	\$80
1,501 to 3,500 sq. feet	\$130
Over 3,500 sq. feet	\$180
Gas/Oil Burning Equipment Under 400,000 In	\$30
Gas/Oil Burning Equipment Under 400,000 In	\$40
Boiler	\$30
Water Heater	\$5
Damper/Flue	\$5
Solid Fuel Equip. (includes chimney)	\$30
Gas Burning Fireplace	\$30
Chimney, factory built (installed separately)	\$25
Solar; set of 3 panels-fluid transfer	
(includes piping)	\$20
Gas piping; each opening-new installation	

(residential)	\$5
Air Conditioning (includes split systems)	
1.5hp to 15 hp	\$30
Over 15 hp	\$50
Heat Pumps (complete residential)	\$30
Dryer, Bath & Kitchen Exhaust	\$5

**Tanks**

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

**Piping**

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

**Air Handlers/Heat Wheels**

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

**Fire Suppression/Protection/Other**

(includes piping) –minimum fee \$20	\$.75/head
Limited Area Suppression (per head)	\$2
Fire Suppression Hood (per head)	\$4
Evaporator Coils	\$30
Refrigeration (split system)	\$30
Chiller	\$30
Cooling Towers	\$30
Compressor/Condenser	\$30
Manufactured Chimney	\$25
Exhaust Fans	\$20
Multi Zone Self Contained Units	\$25
Through Wall Units	\$25
Ranges (gas)	\$20

**Inspections**

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

**D. Plumbing Inspection Fees**

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

**New Residential Plumbing System**

Up to 1,500 sf	\$80
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1,501 to 3,500 sf	\$130
Over 3,500 sf	\$180
Mobile Home Park Site	\$5 each
Fixtures, floor drains, special drains,	\$4 each
Water connected appliances	\$4 each
Stacks (soil, waste, vent and conductor)	\$2 each
Sewage ejectors, sumps	\$5 each
Sub-soil drains	\$5 each
<b><u>Water Service</u></b>	
Less than 2"	\$5
2" to 6"	\$25
Over 6"	\$50
Connection (bldg. drain-bldg. sewers)	\$5
<b><u>Sewers (sanitary, storm or combined)</u></b>	
Less than 6"	\$5
6" and Over	\$25
Manholes, Catch Basins	\$5 each
<b><u>Water Distributing Pipe (system)</u></b>	
¾" Water Distribution Pipe	\$5
1" Water Distribution Pipe	\$10
1 ¼" Water Distribution Pipe	\$15
1 ½" Water Distribution Pipe	\$20
2" Water Distribution Pipe	\$25
Over 2" Water Distribution Pipe	\$30
Reduced pressure zone back-flow preventer	\$5 each
Domestic water treatment and filtering equipment only	\$5
Medical Gas System	\$45
<b><u>Inspections</u></b>	
Special/Safety Insp. (includes cert. fee)	\$65
Additional Inspection	\$65
Final Inspection	\$65
Certification Fee	\$25

**15. Appendix B: Franchises**

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

**16. Miscellaneous Fees**

A. *Copies:*

Black & White: 10¢ for page.

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

B. *Freedom of Information Act Requests:*

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

- C. *Weddings:*  
\$50 per ceremony
  - D. *Fax Services:*  
50¢ per page for the first 10 pages, then \$0.25 per page thereafter
  - E. *Notary Services:*  
\$10.00 per item
  - F. *Insufficient Funds:*  
\$25 each for any check returned unpaid for account insufficient, closed or stopped
  - G. *Penalties on Outstanding Invoices/Miscellaneous Receivables:*  
\$10 penalty for unpaid miscellaneous receivables, including but not limited to: utility bills, mowing invoices, sidewalk repair, project reimbursements, charges for services, and retiree coverage contributions. This penalty shall be applied once to “past due” invoices.
  - H. *Interest on Outstanding Invoices/Miscellaneous Receivables:*  
1.5% interest per month on outstanding invoices that are 30 days “past due”.
- \*Payments made toward outstanding balances shall be applied in the following order:  
interest, penalties, principle.

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

- A. Site Plan Review:

Property Re-Zoning	\$250
Single & Multiple-Family (non-plat)	\$300 plus \$5.00 per lot
Cluster Housing Development	\$300 plus \$5.00 per unit
Mobile Home Park	\$400 plus \$5.00 per unit
Commercial Development	\$450 plus \$50.00 per acre/fraction
Industrial Development	\$400 plus \$50.00 per acre/fraction
Office Development	\$350 plus \$50.00 per acre/fraction
Institutional	\$300 plus \$50.00 per acre/fraction
Public/semi-public uses	\$300 plus \$50.00 per acre/fraction
Special Approval or Conditional Use	\$250 plus \$5.00 per acre/fraction
PUD/Mixed Use Review	\$500 plus \$50.00 per acre/fraction
Consulting Fees (All Reviews)	Actual consultant costs
Revisions	½ of original review fee
- B. Building and Zoning:

Swimming Pool Permit	\$25
Misc. Zoning Permit	\$25
Sidewalk Permit	\$25
Sign Permit	See Building Permits
Structure Movement Permit	\$95
Demolition Permit (Including ROW Permit)	\$150
Right of Way Permit	\$100
Home Occupation Permit	\$95
Variance Review	\$250 per variance
Zoning Board of Appeals: Petitioned Interpretation Review	\$150
Zoning Board of Appeals: Appeal Review	\$250
Lot Split/Combination: City Ordinance Section 16.2	\$150 plus \$5.00 per lot
Public or Private Road Plan Reviews	\$400 per mile/fraction

Consulting Fees		Actual consultant costs
Zoning Code		\$10 CD, \$25 Paper
	Copy	
Engineering Standards Manual		\$10 CD, \$25 Paper
	Copy	
Medical Marijuana Dispensary/Facility Review		\$500
<b>C. Subdivision Review</b>		
Preliminary Subdivision Review-Tentative		\$300 plus \$5.35 per lot
Preliminary Subdivision Review- Final		\$160 plus \$2.70 per lot
Final Plat Review		\$160 plus \$1.00 per lot

**18. Chapter 1: Municipal Civil Infraction Fines**

Civic Infraction Citation Fines:

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

Civic Infraction Notice Fines:

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

**19. Rental Inspection Program Fees**

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

ADOPTION & REVISION HISTORY:

Resolution No. 050711-07	Dated July 11, 2005
Resolution No. 100208-06	Dated February 8, 2010
Resolution No. 101206-04	Dated December 6, 2010 (Water-Sewer-RTS)
Resolution No. 111114-05	Dated November 14, 2011 (Park Fees)
Resolution No. 110613-07	Dated June 13, 2011 (Water Fees)
Resolution No. 120611-05	Dated June 11, 2012 (Water Fees)
Resolution No. 120709-05	Dated July 9, 2012 (Bulk Water Fees)
Resolution No. 130610-09	Dated June 10, 2013 (Water Fees)
Resolution No. 130826-06	Dated August 26, 2013 (K.W.A. Water Fees)
Resolution No. 140922-07	Dated September 22, 2014 (Utility and MMD Fees)
Resolution No. 150824-05	Dated August 24, 2015 (FOIA, Rentals, Utility Fees)
Resolution No. 151214-05	Dated December 14, 2015 (Parking)
Resolution No. 160523-05	Dated May 23, 2016 (Water and Sewer)

Resolution No. 160808-04	Dated August 8, 2016 (Solicitation)
Resolution No. 171023-07 Removal)	Dated October 23, 2017 (Building; Police)
Resolution No. 180312-06	Dated March 12, 2018 (Building Penalty)
Resolution No. 181126-__	Dated November 26, 2018 (Parking)

Discussion Ensued.

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

## **Purchase Policy Amendment**

## **Discussion**

Adam Zettel, City Manager, describes the draft of addition Sec. 2-402 General Purchasing policy to be inserted into existing policy/ordinance. After meeting with Swartz Creek Community Schools Superintendent, he is proposing to start a local initiative to objectively promote local goods and services in the quoting and bidding of such goods and services. This is a draft modeled after a local community he believes has been successful. Transaction amount will be modified by location of the business we are seeking service from.

Councilmember Cramer promote a resolution be presented to council for a vote.

Steve Shumaker, 7446 Country Meadow Drive, he thought this was already policy and agrees with policy.

Steve Long, 5356 Worchester Drive, thinks this is a wonderful idea.

Sandi Brill, 5352 Greenleaf Drive, thinks it is a fantastic idea to put this as policy. Anything that you do to keep the community tight and involved is going to keep Swartz Creek stronger.

Susie Kietzman, owner of Feather & Fin, doesn't like the wording that you would have to be a chamber member to qualify for a one percent.

Tammy Parenteau, 4366 Morrish Road, also commented on the qualifying one percent for being a chamber member.

Councilmember Porath questioned the amount of money we spend locally.

Mr. Zettel responded that there are a lot of trades in the city and a lot of community businesses that will benefit.

BREAK 8:16 P.M. TO 8:24 P.M.

## **Small Cell Legislation**

## **Discussion**

Adam Zettel, City Manager, 5G much more powerful and much shorter range. Cell towers are going to be much smaller and lower. Pending legislation applying to small cell is unsettled, complex, unpredictable and largely in control of the state legislative body and regulatory oversight bureaucracies. This causes concern because of the notable issues we have with existing right-of-way users that provide services and maintain infrastructure in the right-of-way. We are encouraged to consider creating new ordinances that might be grandfathered in. It will allow us to create franchise agreements that have reasonable restrictions.

Mike Gildner, city attorney, the proposed legislation, the fear is it is going to take away local control. The idea is if you are to pass an ordinance now, before the statute takes effect, it will be grandfathered in and you'll retain control that you'll lose if the legislation passes. This is no certainty but this is the best thing to do to have the argument later on.

## **Metro PD Interlocal Agreement**

## **Discussion**

Adam Zettel, City Manager, the agreement is between Mundy Township Board and the City of Swartz Creek City Council. It has been understood that after experience of a couple of years we would revisit it. There are two examples of items that could be changed in the agreement now. First is the formalization of the exact terms and conditions of parking violations bureau. The other one is to look at the different powers the municipalities retain in the interlocal agreement, the metro board and the staff of metro police. There is desire to get communications going between City Council and Mundy Township board to just look at the interlocal agreement and create a list of things to do. There is nothing pressing that needs to be done right away but there is an understanding there is some things we can improve. Please if any thoughts let him or Mr. Porath know.

Councilmember Porath responded if anyone has any ideas on changes now is the time to let them know.

Chief Bade wanted to remind when it comes contemplate any changes to agreement don't forget the interlocal defines the structure of the police authority but they are guided by an entire binder full of policies that both council and the board approved that guides their day to day operations.

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

**Resolution No. 181126-08**

**(Carried)**

Motion by Councilmember Cramer

Second by Councilmember Hicks

**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 1, 2018 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: Farmer, Gilbert, Hicks, Krueger, Pinkston, Porath, Cramer.

NO: None. Motion Declared Carried.

#### **MEETING OPENED TO THE PUBLIC:**

Bob Plumb, Swartz Creek Area Fire Fighters Association., thanked the council for the support and help and thanked Tom Svrcek for all his help.

Sandi Brill, GFWC Swartz Creek Women's Club, let everyone know about the Holly Berry Baby Photo contest and where to vote.

#### **REMARKS BY COUNCILMEMBERS:**

Councilmember Cramer commented on the gentleman videotaping the council meeting and had him introduce himself. He is very grateful for the council's unity.

Councilmember Farmer is super excited for this week's events.

Councilmember Hicks reminded everyone of all the upcoming events, holiday decorating judging for the businesses and the holiday decorating judging for the residents.

Councilmember Gilbert with the new small cell legislation he is curious about his two utility poles that he still has on his property. He hopes they take one of his poles down.

Mayor Pro Tem Pinkston commented on the downsides of legalizing marijuana and what it will have on our K9s.

Mayor Krueger remarked on an article he read related officers using Narcan to save their own lives.

## **ADJOURNMENT**

**Resolution No. 181126-09**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Cramer

**I Move** the Swartz Creek City Council adjourn the regular meeting at 9:05 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Eskew, City Clerk**