

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE 12/23/2019**

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, Farmer, Gilbert, Hicks, Krueger.

Councilmembers Absent: Pinkston, Root.

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

Others Present: Lania Rocha, Erik Jamison, Nate Henry, Christopher Germain, Charles Donaldson.

**APPROVAL OF MINUTES**

**Resolution No. 191223-01**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday December 9, 2019 to be circulated and placed on file.

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

**APPROVAL OF AGENDA**

**Resolution No. 191223-02**

**(Carried)**

Motion by Councilmember Farmer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of December 23, 2019, to be circulated and placed on file.

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

## **CITY MANAGER'S REPORT**

**Resolution No. 191223-03**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager's Report of December 23, 2019, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

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

None.

### **COUNCIL BUSINESS:**

#### **REDEVELOPMENT READY COMMUNITIES**

#### **PRESENTATION**

Chris Germain presented the city with the certified RRC award.

### **RESOLUTION TO APPROVE ENGINEERING FIRMS VIA THE QUALIFICATION BASED SELECTION (Q.B.S.)**

**Resolution No. 191223-04**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Hicks

**WHEREAS**, the City of Swartz Creek is a Local Governmental Unit and recognized Street Authority eligible to receive funding from the Michigan Department of Transportation and the Federal Highway Administration; and,

**WHEREAS**, it is the duty of the City of Swartz Creek to provide for the safety of its citizens and in so doing, provide for safely designed, engineered, and constructed public roads, highways, bridges, drainage systems, water systems, sewage systems, and other improvements; and

**WHEREAS**, it is in the best interest of the city to protect people by demanding and ensuring that qualified engineers and land surveyors, also known as design

professionals, render services which will assist in making construction projects safer, efficient, and sustainable for public use; and

**WHEREAS**, selection of design professionals based upon qualification to perform the required services rather than selection supported solely on price, is more likely to produce a preferable result; and

**WHEREAS**, the Michigan Department of Transportation and the Federal Highway Administration require the periodic bidding of design professional services for state and federally funded projects, and the City of Swartz Creek desires to comply with all such requirements and guidelines with respect to selection of design professionals; and

**WHEREAS**, the City has adopted a process and developed an RFQ that extends for a period of at least three (3) years, at the option of the city, thus eliminating the need to engage in additional selection processes on a project by project basis, and further, invited firms to submit qualifications, advertised in a newspaper of general circulation, and published in a state wide publication, resulting in the returns of four interested firms; and

**WHEREAS**, after reviewing bid returns in open session, the City finds that all submittals meet professional standards and qualifications and further, the City finds that the submitting firms are similarly qualified in possessing the services the City.

**NOW, THEREFORE, BE IT RESOLVED** that the Swartz Creek City Council, in compliancy with requirements set forth by Michigan Department of Transportation and the Federal Highway Administration, hereby create a Qualification Based Selection list for professional design, inspection and other engineering services, as follows:

1. ROWE Professional Services
2. Orchard, Hiltz & McCliment Inc.
3. Spicer Group, Inc.
4. DLZ, Inc.

**BE IT FURTHER RESOLVED** that the City direct the Staff to solicit pricing for various engineering services the City may use or desire, from all four firms, and negotiate such prices if needed, and make all such findings available to the public and Council.

Discussion Ensued.

YES: Krueger, Cramer, Farmer, Gilbert, Hicks.

NO: None. Motion Declared Carried.



Mayor Krueger Merry Christmas & Happy New Year. Reminder we are hosting the Jan. 8<sup>th</sup> small cities meeting at The Draft @ 6 p.m.

**ADJOURNMENT**

**Resolution No. 191223-06**

**(Carried)**

Motion by Councilmember Cramer  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council adjourn the regular meeting at 7:29 p.m.

Unanimous Voice Vote.

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**David A. Krueger, Mayor**

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**Connie Olger, City Clerk**