

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday, October 11, 2021, 7:00 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 September 27, 2021 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. 50
 - 6C. Fire Budget Pg. 81
 - 6D. Fat, Oil, and Grease Compliance Service Agreement Pg. 87
 - 6E. HVAC Bids Pg. 91
 - 6F. Sewer Truck Pricing Pg. 97
7. **MEETING OPENED TO THE PUBLIC:**
 - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
 - 8A. 2022 Fire Budget Approval RESO Pg. 22
 - 8B. Fat, Oils and Grease Compliance Agreement RESO Pg. 23
 - 8C. HVAC Bids RESO Pg. 24
 - 8D. Sewer Equipment Purchase DISCUSSION
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY COUNCILMEMBERS:**
11. **ADJOURNMENT:** MOTION Pg. 24

Next Month Calendar

Downtown Development Authority:	Thursday, October 14, 2021, 6:00 p.m., PDBMB
Fire Board:	Monday, October 18, 2021, 6:00 p.m., Public Safety Building
Zoning Board of Appeals:	Wednesday, October 20, 2021, 6:00 p.m., PDBMB
City Council:	Monday, October 25, 2021, 7:00 p.m., PDBMB
Metro Police Board:	Wednesday, October 27, 2021, 10:00 a.m., Metro HQ
Planning Commission:	Tuesday, November 2, 2021, 7:00 p.m., PDBMB
Park Board:	Wednesday, November 3, 2021, 5:30 p.m., PDBMB
City Council:	Monday, November 8, 2021, 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, OCTOBER 11, 2021, 7:00 P.M.**

The regular virtual meeting of the City of Swartz Creek city council is scheduled for **October 11, 2021** starting at 7:00 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: October 11, 2021 07:00 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/j/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, October 11, 2021 - 7:00 P.M.

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

FROM: Adam Zettel, City Manager

DATE: October 6, 2021

ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

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

We have a proposal to appraise the Meijer Store approved. However, the city attorney has been watching some recent court decisions and believes that there may be a better option out there. I am holding the proposal for the time being. Myself or Mr. Gildner will report findings to the council.

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)*

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 Applecreek Station.

In addition, we expect to ramp up with the next round of TIP submissions. This is the phase in which we request funding of specific major streets through the federal programs next three year cycle. Andy and I have been working on a strategy, and we believe we have no choice but to submit Miller Road (Morrish to N. Seymour) and ONLY this segment. In the past, we have submitted other major streets as backup. While they have funded (Morrish and Fairchild), we have not been adequately addressing our largest and most crucial asset.

To better position our community, we are completing PE for Miller Road early and keeping it as a standby project for other unspent TIP funds in the county (e.g. if the GCRC or another community in Genesee receives funding for a project but cannot complete it for some reason, a 'shovel-ready' project can take its place). Doing so will put our project on stand by and also demonstrate to the selection committee the degree of our commitment to having Miller Road funded in the next cycle. We now have a proposal for this work. I recommend proceeding. The design needs to be complete anyway, and doing it sooner may open more doors for funding.

Lastly, the county has put Miller and Elms intersection on a short list for potential roundabout candidates. It is unclear if there will be any additional funds (safety, air quality, or other). However, we are taking the first steps to take this into consideration. This intersection certainly poses some safety and efficiency issues.

✓ **STREET PROJECT UPDATES** (*Update*)

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.

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.

Chelmsford and Oakview (to Seymour) is now underway and will be completed this year. Water main and services are done, with road work on the way. Forestry work finished a while back, and we have communicated the schedule and impact letters to residents.

The city accepted the low bid by Glaeser Dawes for 2020 and 2021 work projects, including our street reconstruction projects. This is the company that completed the first three phases of the street/water main reconstruction projects in the city since 2017.

Lighting contracts with Consumers Energy have been approved.

Crack fill services have been conducted city-wide. We are happy with the results.

✓ **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** *(No Change of Status)*

We are ramping up for a new slate of inspections, cleaning, and lining. Revenues and fund balance are still adequate for an aggressive program. This is true even with the added expense of the District 3 expansion. All of this is good because we have learned that there is more clay pipe in the system than we originally thought, including Springbrook.

With that said, we are going to include more routine cleanings and inspections on an annual basis. In fact, we are looking to return to Winchester Village to inspect more lines that were rehabilitated in the early 2000s. This will include Daval, Chesterfield, Chelmsford, and Helmsley. There have been some issues off of Helmsley, so this is a priority.

We are also looking to clean and inspect the remaining major street lines that have yet to be inspected. Inspections will include manholes. This will propel us well into the future as it relates to understanding the next round of priorities. It will also ensure we are staying on top of pipe maintenance from a routine cleaning standpoint.

Lastly, we have a plan that is being priced to reline the remainder of the downtown lines and Miller Road, from Elms to Morrish. I expect pricing at the previously bid rates by Granite (formally Liquiforce). This should be before the council in October. Moving forward, we may also be looking to work with Rowe or another engineering firm to better track our inspections, cleanings, and rehabilitation work in GIS. I will look into options.

✓ **WATER MAIN REPLACEMENT - USDA** *(No Change of Status)*

The west Miller, Morrish, Bristol Road, and Village segments are complete. The contractor will be starting soon on the final component of USDA phase I, which is the Miller Road segment from Elms to Raubinger.

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

Greenleaf
Winshall
Durwood
Norbury
Whitney
Seymour (South of Miller)

If we are going to do this, we may need to skip a 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 (Update)**

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.

✓ **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 fall newsletter is out for distribution.

✓ **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 city has been recommended for funding through the **DNR Trust funds for 2021 construction of the Genesee Valley Trail**. The MDOT grant is conditionally awarded. We hope to combine this with the Safe Routes to School initiative for 2021 construction. We await filing of a final boundary map prior to bringing the grant agreement to council. As of writing the SRTS project appears to be a 2023 project.
2. The **raceway owner appears ready to move on**. The owner will be looking to repurpose the site and cooperate with our master plan process. See details below.
3. Communities First has a purchase option for **Mary Crapo**. This option has apparently been extended by the School Board through February of 2022. Their first application and second applications were denied. The zoning, site plan, and PILOT for the 40 unit building conversion have been approved by the city. The land purchase and state approvals are still pending. The park board recommends against the lease unless terms are dramatically improved to allow flexible public use.
4. The **school bond** passed and many improvements have occurred and many are expected throughout the district. 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 2021** will be wrapping up soon. We will be completing the remainder of Chelmsford and Oakview to Seymour in October. The city also has a section on Miller Road to replace yet this year, between Raubinger and Elms.
6. The **Applecreek Station** development of 48 townhomes is on hold due to construction material availability and cost. They continue to seek final review by the county. 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. This project is on hold pending the sewer relief project.
7. **(Update)** The **Brewer Condo Project** is all systems go. Site work is underway, and building permits are expected in October. The project includes 15 townhome condos off Morrish Road in downtown. They are approximately 1,750 square feet, with two car garages and basements.
8. **(Update)** 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 will be held on October 20th. We are requiring staking of all building footprint and foundation walls prior to commencement.

✓ **TAP/DNR TRAIL (Update)**

We are making great progress affirming easements with the MDOT. They have some procedural requirements for easement acquisition that are very different for current projects, as well as past projects. Our project is being caught in the transition period, and it is not obvious to MDOT that all the boxes are checked. This is delaying us and is requiring appraisal work for some SRTS parcels and TAP parcels alike. The previous report follows.

The DNR indicates that funds are now officially obligated for the Trust Fund grant, in the amount of \$300,000! We now have a grant agreement to approve. This is a standard form instrument that we must abide by to get the funds. I have included the agreement and a resolution in the packet.

It appears there might still be an opportunity to roll this in with the SRTS trail. Either way, we expect to bid in about six months. As always, the bids could come in high or construction change orders could add costs, but we are definitely in a good spot. I suspect high exposure will be \$150,000 of local funds at this point. Hopefully, this will cover most of it!

✓ **SAFE ROUTES TO SCHOOL (Update)**

We are working on the four easements that are required for this project. Two have been signed already (school and Kincaid Apartments). We continue to communicate with the farmers (Jaworsky) and the Kincaid fairgrounds. It appears that an appraisal is required for Jaworsky, but this should result in an agreeable purchase for the city council to consider. I do not recommend we proceed with the condemnation proceedings at this point. I will monitor our progress and report back to the city council.

Preliminary engineering is underway. This project is likely to be done in 2022. There is still a chance that this will be combined with the TAP/DNR project.

This is a substantial grant for another \$600,000+ 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 (Update)**

We will be having a meeting with our MEDC liaison in October. This will set the table for some of our next steps.

The master plan is proceeding, and the city received the funds this week 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/>

Perhaps Otterburn Park would be a good place to start, if nothing downtown presents itself.

✓ **TAX REVERTED PROPERTY USE** *(No Change of Status)*

We have some interest in the Wade Street property from J.W. Morgan. Since this property is just taking up space and generating mowing bills, we should consider unloading it. This is especially true since it is likely to lose its tax exempt status. An infill bungalow house might be the way to go. The floodplain is complicating matters. We will be looking into this.

There is also the matter of a fire pit that has been left onsite. While the city has been actively caring for this property. It is possible that the house to the north continues to use it for recreation. Like other properties, we have not actively excluded use. However, it might be wise to do so for liability reasons. Since there were no objections at the first August meeting, I have ordered staff to clear the site of the fire pit and other features not belonging to the city. We will get to it when we can.

✓ **8002 MILLER** *(Update)*

The tenant paid \$950 in rent on September 29th. Mr. Stritmatter is proceeding with eviction per the city council's motion.

✓ **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 this funds on September 2nd. Work will be in 2023 for the downtown sidewalks though.

✓ **GIS MAPS** *(No Change of Status)*

Staff is now able to edit the maps and accompanying data fields for our GIS system. Mr. Harris educated the office staff on some of the platform functionality at our June 23rd staff meeting. This further expands its use and will put the city in a position to be a bit more efficient and productive on the customer service end.

The GIS platform includes underground water, sewer, and storm facilities. We are also mapping basic street data. This system is accessible by our field staff anywhere in the city by mobile device and will enable locational support, as well as important maintenance and related data fields related to infrastructure.

We are also exploring the use of work order applications with GIS that will save some time and better integrate data analytics for our infrastructure. Some of these features may be viewable by the public as well once we are established.

✓ **DISC GOLF** *(Update)*

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 will look to add some bridges over some low areas and plant trees in October.

✓ **8067 MILLER ROAD (Update)**

We have approved the addendum to sell 8067 Miller. We will look to hold a special meeting on October 28th so we can close on the property.

✓ **MASTER PLAN UPDATE (Update)**

CIB, in conjunction with Smith Group, are working on the Master Plan/DDA Plan. The planning commission, along with the steering committee and focus group, have made a lot of progress on the design guidelines and downtown subarea plans. There should be a composite draft of the master plan, including vision, goals, and objectives for the November meeting.

The Planning Commission will be the forum for most of the review, with the DDA invited to participate in all PC meetings. All city officials are encouraged to take a very active roll in this process. Formal review and public hearings will be conducted at the PC, DDA, and Council level as required by statute.

Formalization of the plan is likely going to be in early 2022.

✓ **RACEWAY (No Change of Status)**

There are rumblings that the state may yet explore historical wagering. I have been able to touch base, and it appears the owner is not putting much stock in this. They continue to proceed with reuse, and it appears there is interest. 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 (Update)**

We updated our list of funding ideas for ARPA funds based upon input received. The U.S. Department of Treasury has extended the reporting deadline for the Project and Expenditures Report from October of this year to April 30, 2022. As noted, I think we can easily fill this list up with COVID related matters and deferred maintenance projects that can be funded through the revenue loss component of ARPA.

MAKE NO MISTAKE, THIS MONEY WILL NOT GO FAR! Our community is ahead of most in terms of basic infrastructure and maintenance. However, planned investments in our existing capital improvement plan and deferred maintenance will chew through this very rapidly. Especially when considering the funding demands that are forthcoming for fire equipment, potential overages in streets/trails, and inflationary costs.

With that said, we still should include every essential or potential expenditure on the list so that the prioritization and options remain on the table in future years. We definitely have some things to do sooner than later, but the funds will be with us for many fiscal years to come.

The previous report follows:

It appears that our community will be receiving about ~\$550,000 in stimulus funds. This allocation is supposed to be a direct federal allocation (via the State of Michigan) under the American Rescue Plan Act of 2021. We are going to be able to apply for the first distribution (50%) in early July. We will do so, with the understanding that we still have time to commit to an eligible expense. These funds will need to be spent in approximately 24 months and are not to be comingled with other operating funds.

Initial recommendations from the National League of Cities include expenditures on essential sanitation infrastructure, such as water and sewer. They also note the importance of economic recovery. This MAY include allocations to improvements related to downtown and recreation. It MAY also include direct allocations to businesses in the form of loans or grants. While the categories have been laid out, it is not obvious what specific expenses are permitted.

Another available option is the recovery of revenues below the ~4% bench mark set by the feds. What this boils down to is that we can place said funds into our general fund to the extent that revenues are not meeting national benchmarks. We continue to educate ourselves and make inquiries.

✓ **PAVILION COMMITMENT (Update)**

The city council has committed to installing a pavilion at Otterburn Park, including a commitment of \$20,000. The family joined us at the August 4 Park Board meeting. After discussion, it appears that a relatively large pavilion, with electricity and a concrete slab is desired.

A consultation with Tri-City Construction indicates that we can probably have a 30x40 foot steel pavilion installed on a 4" slab for about \$35,000. This is a good price, and the initial cut-sheets look good. Park Board believes this is a good direction to go in. I suspect a project like this could get much in terms of donations and in-kind assembly help.

We will look to get something specific in front of the city council this winter.

✓ **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.

✓ **BUILDING RELOCATION SERVICES** *(Update)*

The building has been moved to the DPW yard and I suspect it will be established prior to our meeting.

✓ **PARK ORDINANCE AND GATES** *(No Change of Status)*

The ordinance has been approved. Based upon pricing of custom gates, which are not readily quoted, we are bidding the gates out. This will be coming back for final approval.

Metro PD has also been communicating with us about increasing enforcement and patrols within the park, especially on weekends. I will remove this section from future reports barring any changes to status.

✓ **SECURITY CAMERAS** *(No Change of Status)*

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.

✓ **HYDROCOP ISSUES** *(Update)*

We have been in contact with all commercial account holders that were sent shut off notices. All parties are arranging to have their components tested, so we do not need to proceed with service termination.

Concerning the lack of participation for residential cross connection inspections, Rob and I met with Hydrocorp on the 22nd. They are making some changes moving forward that should help. The changes will occur for the week of November 15th.

- Block scheduling will be reduced from 4 hour blocks to 2 hour blocks
- The week of 12/15 will include 4 ten hour shifts by our field inspector
- Available appointments will be from 8am – 6:30pm, Monday - Thursday
- Current residential homes in "Shut off" status will be re-issued another inspection notice

- Any residential water customer unable to schedule an appointment for the week of November 15th, will be placed on the waiting list or scheduled for February 2022.

✓ **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 October 5, 2021. They discussed the community master plan (see above). They also further deliberated on a new pond ordinance that will provide a basis for review of ponds as an accessory use. This is expected to be reviewed at a public hearing on November 2, 2021.

Attendance has been an issue this fall for members of the commission. We only had five of nine for the October meeting.

There is a site plan submission (not yet complete) for modifications to the Springbrook East Master Deed.

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

The DDA activity is mostly limited to the master plan, which is no small matter. The master plan is focusing on downtown sub-area plans and design guidelines. While the DDA has not met since August, they are expected to attend to plan drafts and planning commission meetings. Their next meeting is scheduled for November 11.

✓ **ZONING BOARD OF APPEALS** *(No Change of Status)*

The ZBA is scheduled for October 20 to hear a variance related to the construction of a new condominium outside of the building envelope in Springbrook East. This will be a public hearing.

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

The Park Board met on October 6th. There were updates on disc golf, Otterburn Park, and the trails (see above). Draft minutes are included. Their next meeting is November 3rd at the city offices.

✓ **BOARD OF REVIEW** *(No Change of Status)*

The Board of Review met for their July meeting on the 20th. This session was to hear errors and omissions. I do not have a tally of petitioners or outcomes at this time.

✓ **CLERK'S OFFICE/ELECTION UPDATE** *(No Change of Status)*

Nothing new to update. I'm continuing to work on retention of records.

✓ **DEPARTMENT OF COMMUNITY SERVICES UPDATE** *(No Change of Status)*

Street and water main projects on Oakview and Chelmsford are progressing and moving toward completion. Recent days of rain have set the projects back some. At

the time you're reading this sidewalks and curb and gutter are completed on Oakview. As soon as weather allows they will move forward with driveway approaches and then onto to asphalt and final restoration. Road demolition and road base installation on Chelmsford should be finishing up and final grades are set and ready for sidewalks, curb and gutter, pavement and final restoration. Both projects are nearing completion and remain on schedule less a few lost days to weather. DPS, the school district and the contractor continue to work very closely to ensure the safety of the children coming to and from school.

DPS will be starting fall hydrant maintenance, winterization and flushing in the coming weeks.

✓ **TREASURER UPDATE** *(Update)*

Staff has been busy with the collection of utility payments. The audit work is completed and a draft meeting with the audit team took place October 5, 2021. Presentation of the financial statements will be made to council at the regular council meeting Monday, November 22, 2021. Work continues on various projects around the office. Routine operations include, but not limited to, 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

✓ **FATS, OILS, AND GREASE SEWER ENFORCEMENT (FOG)** *(Business Item)*

Mr. Bincsik has been assessing more of our services and infrastructure. An early recommendation is to increase our capacity to monitor fats, oils, and greases that enter the sanitary sewer system. FOG's build up in the main lines, narrowing the lines to a point of potential failure. Some areas require high levels of monitoring and cleaning because of this, such as Miller and Elms by the fast food service restaurants.

FOG's are generally a product of commercial kitchens. They are managed by ensuring that grease traps are properly functioning and maintained, or by ensuring that an exterior grease disposal system is used. To get us moving with a program that requires certification and maintenance of FOG control systems, we have a proposal from DLZ. This firm is one of the city's other pre-approved engineering firms. Mr. Bincsik finds them to be best positioned to perform this work and recommends we hire them to create our monitoring program.

I am including the scope of work and pricing. I have also prepared a resolution to proceed.

✓ **HVAC BID** *(Business Item)*

We have had some recent failures of our HVAC equipment throughout the civic campus, especially the Library/Senior Center. While some of the recent investments were incremental and done as needed, upon inspection it was discovered that much of the equipment is of the same era and is likely to experience issues soon. To get ahead of this, we have bid for the replacement of two of the three furnaces and all three AC units at the Library/Senior Center.

We also have some alternates specified that would enhance air filtration and advanced thermostats. Rob recommends we pursue these and benefit from operational enhancements. Despite direct invitations to HVAC providers and multiple walk-throughs, we received only one sealed bid. Rob recommends we proceed with the full package. I am including a resolution to do so.

✓ **FIRE BUDGET (*Business Item*)**

The fire budget is included again. The fire board recommended approval of this at their meeting on September 20th. The fire chief will be at our meeting to go over it. The standard operations budget is not remarkable (this part of the budget is split between Clayton and Swartz Creek with operational costs being prorated and fixed costs being split 50/50). The more remarkable features is the purchase of two utility trucks, totaling \$120,000. This cost will also be split 50/50, with the city share coming from Fund 402 savings. We have the resources to do so, and the equipment purchase schedule seems reasonable.

Let myself or our other fire board members know if you have any comments, questions, or concerns. This appears to be a workable budget. I have prepared a resolution to approve the budget.

✓ **SEWER EQUIPMENT PURCHASE (*Business Item*)**

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.

Council Questions, Inquiries, Requests, Comments, and Notes

Notable Code Issues: The homes on Miller Road have been demolished. We hear that the owner may be taking down the old church on the corner as well. We are enforcing an unapproved excavation at the same site that had the unapproved camping activity.

Jeepers Creepers: This event will consist of a road race, small market, and trunk or treat in the downtown on October 9th. A pub crawl is planned for October 23rd.

Seymour Dumping: The construction materials placed on this site were placed unlawfully by others that cut the chain to access the site. The owner will stay on it to keep it clear. They still have additional grading work to perform as well.

State Revenue Sharing: The state is predicting a decrease of 2.6% for the current state fiscal year. This equates to about \$15,000.

**City of Swartz Creek
RESOLUTIONS
Regular Council Meeting, Monday, October 11, 2021, 7:00 P.M.**

Motion No. 211011-4A **MINUTES – SEPTEMBER 27, 2021**

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, September 27, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211011-5A **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 October 11, 2021, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211011-6A **CITY MANAGER’S REPORT**

Motion by Councilmember: _____

I Move the Swartz Creek City Council accept the City Manager’s Report of October 11, 2021, including reports and communications, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211011-8A **RESOLUTION TO APPROVE THE FISCAL YEAR 2022
BUDGET FOR THE FIRE DEPARTMENT**

Motion by Councilmember: _____

WHEREAS, the agreement for fire service between Clayton Township and Swartz Creek City indicates a specific process for budgetary review and approval by the municipalities; and,

WHEREAS, the staff of Clayton Township and the Swartz Creek City have found the proposed budget to be acceptable by both parties; and,

WHEREAS, the Swartz Creek Fire Board affirmed the proposed budget at their regular meeting on September 20, 2021.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek approve the Fiscal Year 2022 Swartz Creek Area Fire Board Budget, a copy of which is attached hereto, gross maximum total not to exceed \$326,329, to be paid commensurate of the agreement between the City of Swartz Creek and the Township of Clayton, payment being the City's obligation of one-half of the proposed total budget.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211011-8B

RESOLUTION TO APPROVE A PROFESSIONAL SERVICE AGREEMENT FOR OVERSIGHT OF SEWER FATS, OILS, AND GREASE MANAGEMENT

Motion by Councilmember: _____

WHEREAS, the city owns, operates, and maintains a system of sanitary sewer assets; and

WHEREAS, the city administers an asset management and maintenance program for said sewer assets, which includes inspections, cleaning, and lining; and

WHEREAS, the city also recognizes the importance of reducing fats, oils, and grease (FOG's) in the public system and has adopted best practices and ordinances to that end; and

WHEREAS, the city has not pursued active enforcement of the FOG standards in relationship to commercial kitchens, but not recognizes the importance of doing so to reduce system maintenance and increase system reliability; and

WHEREAS, DLZ is a federally pre-qualified engineer that has been recognized by city staff as a leader in sanitary sewer services, and they submitted a proposal to perform the services as outlined in the attached proposal dated September 15, 2021; and

WHEREAS, the city finds DLZ to be a qualified firm performing a professional service.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek approves the service proposal by DLZ as dated September 15, 2021 and included in the October 11, 2021 city council packet, in the amount of \$14,244 for Fats, Oils, and Grease Program Services.

BE IT FURTHER RESOLVED the City of Swartz Creek authorizes and directs the Mayor to execute this proposal on behalf of the city.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Resolution No. 211011-8C

RESOLUTION TO APPROVE HVAC EQUIPMENT AND INSTALLATION BID AWARD

Motion by Councilmember: _____

WHEREAS, the City of Swartz Creek sought sealed bids for the provision and installation of three furnaces and three AC units located at the civic campus; and

WHEREAS, the City of Swartz Creek sought sealed alternative bids for the provision and installation of enhanced air cleaners, thermostats, and high efficiency equipment at the civic campus; and

WHEREAS, Dee Cramer is the low bidder, with pricing as follows:

1. Primary HVAC Replacement: \$19,284
2. Filter Retrofits x5: \$4,573
3. Thermostat Replacements x5: \$1,891
4. Six Filter: \$915
5. Six Thermostat: \$378
6. Increased Efficiency Option: \$2,834; and

WHEREAS, Dee Cramer is found to be of sufficient capacity and experience to perform the services to expectations.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby awards the contract for HVAC to the low bidder, Dee Cramer per the specifications set forth in the bid document, inclusive of all alternates, for a total price of \$29,875, and further direct the City Manager to prepare and execute a contractor's agreement with Dee Cramer.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council further directs the City Treasurer to amend the budget and apportion funds at her discretion.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 211011-11A

ADJOURN

Motion by Councilmember: _____

I Move the Swartz Creek City Council adjourn the regular council meeting of October 11, 2021.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE 9/27/2021**

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

Councilmembers Absent: None.

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

Others Present: Lania Rocha, Erik Jamison, Metro PD Chief Bade Chad & Dawn Toms, Lou Fleury.

Others Virtually Attended: Bob Plumb, Chris Stritmatter.

APPROVAL OF MINUTES

Resolution No. 210927-01

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday September 13, 2021 to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 210927-02

(Carried)

Motion by Councilmember Henry
Second by Councilmember Fountain

I Move the Swartz Creek City Council approve the Agenda as, printed for the Regular Council Meeting of September 27, 2021, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 210927-03

(Carried)

Motion by Councilmember Fountain
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of September 27, 2021, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Chad Toms introduced himself as the future resident of 8067 Miller Road. He spoke on his proposed lease on the agenda. He is excited about moving into Swartz Creek and hopes the lease is approved tonight.

COUNCIL BUSINESS:

CROSS CONNECTION COMPLIANCE DISCONNECTION

PUBLIC HEARING

Mr. Zettel explained the purpose of the public hearing and the cross connection testing is needed for certification to comply with EGLE requirements.

Open Public Hearing at 7:14 p.m.

No comments.

Closed Public Hearing 7:14 p.m.

RESOLUTION TO APPROVE APPRAISAL FOR MEIJER PROPERTY

Resolution No. 210927-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Henry

WHEREAS, the city assesses property and collects taxes per the Michigan General Property Tax Act; and

WHEREAS, the City Assessor is charged with determining values for property to be taxed under the same act and rules promulgated by the Michigan Department of Treasury, with the intent of valuing real and personal property in the city accurately, fairly, and consistently; and

WHEREAS, from time to time, the city finds it necessary to defend valuations that are appealed by owner interests in order to achieve those intentions.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council amend the budget to allocate \$25,000 of unencumbered, unreserved general fund monies to the assessing department for the purpose of contesting the tax appeals by parties referred to as 4141 Morrish Road; PID 58-36-100-014; Meijer, Inc., costs to include an appraisal, legal services, and other related expenses to be provided by the city's legal counsel and an appraisal firm, as selected by the city manager or assessor, with the authority of the city council under Section 2-402(a)(2) of the city ordinances.

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council approve the proposal from Integra Realty Resources, as included in the city council packet of September 27, 2021 and further direct the Mayor to execute said proposal on behalf of the city.

Discussion Ensued.

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

RESOLUTION TO APPROVE THE WINCHESTER VILLAGE AND WINCHESTER WOODS PRELIMINARY ENGINEERING PROPOSAL

Resolution No. 210927-05

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Fountain

WHEREAS, the city owns, operates, and maintains a system of major and local street assets; and

WHEREAS, the city administers a street asset management plan that is funded by a local street levy, state revenue sharing road monies, and the general fund; and

WHEREAS, the city is also coordinating street reconstruction in Winchester Village with ongoing USDA water main replacement, which is on a two year schedule; and

WHEREAS, the asset management plan for street reconstruction would need to be expedited to coincide with any future USDA grant/loan awards; and

WHEREAS, rehabilitation of streets in Winchester Woods are also behind schedule; and

WHEREAS, the city needs to select a professional engineer to perform preliminary engineering design work for these projects in order to be able to bid and perform any such work; and

WHEREAS, OHM Advisors is a federally pre-qualified engineer that has been designing the city streets and water main projects, and they submitted a proposal to perform the engineering service as outlined in the attached proposal dated September 9, 2021; and

WHEREAS, the city finds OHM Advisors to be a qualified firm performing a professional service.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek approve the design engineering proposal by OHM Advisors as dated September 9, 2021 and included in the September 27, 2021 city council packet, in the amount of \$228,160 for Winchester Village and Winchester Woods roads.

BE IT FURTHER RESOLVED the City of Swartz Creek authorizes and directs the Mayor to execute this proposal on behalf of the city.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

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

Resolution No. 210927-06

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Fountain

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:

<u>Offense</u>	<u>Fine</u>
(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 67th 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 67th 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:

<u>Fire</u>	
Pumper	
	\$250.00/hour
Tanker	
	\$350.00/hour
Squad/Utility	
	\$150.00/hour
Grass	
	\$200.00/hour
Command	
	\$150.00/hour

Officers
\$18.00/hour
Firefighters
\$15.00/hour

Police

Officers
\$47.30/hour
Officer Overtime
\$60.85/hour
Police Car
\$15.00/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

Abrams 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"	\$56.88
1.5"	\$227.39

2"	\$363.83
3"	\$682.18
4"	\$1,136.97
6"	\$2,273.93

Commodity charge (per 100 cubic feet of water): \$7.35

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 Residential Equivalent Unit):	\$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

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
Energy Retrofit-Temp. Control	\$45
Conduit only or grounding only	\$45
<u>Inspections</u>	
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

<u>(Includes duct & pipe)</u>	
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 Boiler	\$40
Water Heater	\$30
Damper/Flue	\$5
Solid Fuel Equip. (includes chimney)	\$5
Gas Burning Fireplace	\$30
Chimney, factory built (installed separately)	\$30
Solar; set of 3 panels-fluid transfer (includes piping)	\$25
Gas piping; each opening-new installation (residential)	\$20
Air Conditioning (includes split systems)	\$5
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

<u>Air Handlers/Heat Wheels</u>	\$25
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

<u>Fire Suppression/Protection/Other</u>	
(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

<u>Inspections</u>	
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
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

Water Service

Less than 2"	\$5
2" to 6"	\$25
Over 6"	\$50
Connection (bldg. drain-bldg. sewers)	\$5

Sewers (sanitary, storm or combined)

Less than 6"	\$5
6" and Over	\$25
Manholes, Catch Basins	\$5 each

Water Distributing Pipe (system)

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

Inspections

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

15. Chapter 22: General Emergency Response Fees

Fire

Pumper	\$250.00/hour
Tanker	\$350.00/hour
Squad/Utility	\$150.00/hour
Grass	\$200.00/hour
Command	\$150.00/hour
Officers	\$18.00/hour
Firefighters	\$15.00/hour

Police

Officers	\$50.56/hour
Officer Overtime	\$61.87/hour
Police Car	\$15.00/hour

16. Appendix B: Franchises

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

17. 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.

18. 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 (Residential)	\$100
Right of Way Permit (Commercial and/or Road Break)	\$250+review/inspection escrow
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

C. Subdivision Review

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

19. 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

20. 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
Resolution No. 171023-07

Resolution No. 180312-06
Resolution No. 181126-07
Resolution No. 190325-09
Resolution No. 201109-06

Resolution No. 210927-

Dated August 8, 2016 (Solicitation)
Dated October 23, 2017 (Building; Police Removal)
Dated March 12, 2018 (Building Penalty)
Dated November 26, 2018 (Parking)
Dated March 25, 2019 (Water)
Dated November 9, 2020 (Water Increase-CCCP)
Dated November 9, 2020 (ROW & Officer Wages)

Discussion Ensued.

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

RESOLUTION TO APPROVE A 5K FOOT RACE

Resolution No. 210927-07

(Carried)

Motion by Councilmember Florence
Second by Councilmember Gilbert

WHEREAS, a community member is planning a charity race on city streets and sidewalks that will occur at 8:30am on October 23, 2021; 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 land owners noted on the map, and finds that the application for a street usage permit is not necessary.

Discussion Ensued.

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

*******MasterResolution*******

RESOLUTION TO APPROVE A FESTIVAL PERMIT FOR THE SWARTZ CREEK CHAMBER OF COMMERCE, JEEPERS CREEKERS, EVENTS IN OCTOBER OF 2021

Resolution No. 210927-08

(Carried)

Motion by Councilmember Henry
Second by Councilmember Fountain

WHEREAS, Swartz Creek Chamber of Commerce organization is a recognized charitable entity that operates in Swartz Creek; and

WHEREAS, the SCCC is seeking permits and approvals to operate an annual festival on private and public grounds within the city, including a parade, live music, foot race, market, food service, a movie, and numerous other activities; and

WHEREAS, the City Council finds the SCCC organization and the event to be beneficial to the public and in good standing; and

WHEREAS, Section 20.01.G of Appendix A of the City Code of Ordinances provides for conditions of approval for a festival within the city, provided that the duration is less than 10 days, the operator is a charitable entity, and city council approval is required.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves Resolutions/Motions 210927-8F1 through 210927-8F3, allowing for the various permits related to the annual Swartz Creek Jeepers Creekers festival, to be held on Saturday, October 9, 2021, inclusive of all stipulations and conditions as specified and listed within, including the provision of valid insurance that lists the City of Swartz Creek as an additionally insured party for all events.

JEEPERS CREEKERS, STREET FESTIVAL, GENERAL STREET & PROPERTY USE PERMITS

Resolution No. 210927-08F1

I Move the City of Swartz Creek approve and authorize the Swartz Creek Chamber of Commerce's application for street closing and City property use permits for the following locations:

1. 5012 Holland Drive
2. Miller Road (Morrish to Hayes)
3. Holland between Miller and Ingalls

Street and City property use subject to the following stipulations:

1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
2. Sufficient number of portable bathrooms placed and located, and litter control program in accordance and under the approval of Director of Community Services.

3. Approval by the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.

JEEPERS CREEKERS, STREET USAGE PERMIT

Resolution No. 210927-08F2

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Chamber of Commerce's application for street closing / usage permit for Saturday, October 9, 2019 from 8:00 a.m. until 9:00 p.m. for purposes of conducting a festival, including market vendors and an outdoor movie, on Holland Drive and in Holland Square under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

JEEPERS CREEKERS, STREET USAGE PERMIT

Resolution No. 210927-08F3

I Move the Swartz Creek City Council approve and authorize the Swartz Creek Chamber of Commerce's application for street closing / usage permit for Saturday, October 9, 2021 from 3:00 p.m. until 9:00 p.m. for purposes of conducting a festival on Miller Road (Morrish to Hayes), Holland Drive, and in Holland Square under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. General approval, and under the direction and control of the Office of the Chief of Police.

Discussion Ensued.

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

RESOLUTION TO APPROVE THE DISPOSAL OF FIXED ASSETS

Resolution No. 210927-09

(Carried)

Motion by Councilmember Fountain
Second by Mayor Pro Tem Hicks

WHEREAS, the city owns, operates, and maintains vehicles and equipment related to the services it provides; and,

WHEREAS, the city maintains an asset disposal policy and fixed asset schedule by which it tracks depreciation, value, and ownership of durable assets; and,

WHEREAS, the city is replacing certain vehicles with new equipment and desires to sell the existing equipment.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek approves the sale of the following assets:

1999 GMC Dump Truck #11; VIN 1GDKC34J9XF022179
1989 Ford Truck with Bucket; VIN 1F3767ECA1923H0300

BE IT FURTHER RESOLVED THAT the City of Swartz Creek authorizes the DPW Director to sell said equipment via auction, sealed bids, or direct advertising as he best sees fit and for the Treasurer to account for the disposal of the asset and accounting of related revenues.

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

RESOLUTION TO APPROVE A PURCHASE AGREEMENT ADDENDUM AND LEASE FOR THE SALE OF REAL PROPERTY OWNED BY THE CITY

Resolution No. 210927-10

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Henry

WHEREAS, the city owns a single family home located at 8067 Miller Road, PID 58-02-529-021; and

WHEREAS, after acquiring an easement for public use from the site, the community has been engaged in finding a preferred option for the permanent use of this parcel; and

WHEREAS, the city's various boards and commissions have found that the rehabilitation of the home for use as a single family residence or live-work space is the preferred option; and

WHEREAS, the city has rehabilitated the home and listed it for sale; and

WHEREAS, a buyer has made an offer to purchase the home for the price of \$192,500, with a closing date of September 15, 2021; and

WHEREAS, the city council approved the offer at its meeting on July 26, 2021 and affirmed the offer on September 13, 2021; and

WHEREAS, the property appraised below the agreed purchase price with two separate appraisals; and

WHEREAS, the buyer wishes to amend the purchase price to \$185,000 and lease the property for \$2,000 a month until closing, at or around October 28, 2021; and

WHEREAS, the city finds this to be the most prudent course of action given the existing appraisals and the cost to carry the home as a vacant structure.

NOW, THEREFORE, BE IT RESOLVED, the City of Swartz Creek City Council authorizes the City Manager, in consultation with the city attorney, to complete and execute the purchase agreement addendum as included in the September 27, 2021 city council packet.

BE IT FURTHER RESOLVED, the sale instrument shall be made available to the general public, for a period of not less than 30 days, in accordance with the City's Land Sale Policy of April 28, 2014.

BE IT FURTHER RESOLVED, the purchase agreement shall be reviewed by the city council subsequent to the review period.

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council designates, authorizes, and directs the Mayor to act as signatory and to execute any and all sale and transfer instruments required to transfer the property at closing.

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council designates, authorizes, and directs the City Manager to lease the home to the buyers with the following general provisions:

1. Immediate occupancy
2. \$2,000 per month rent
3. Tenant paid utilities and maintenance
4. One month renewable term

BE IT FURTHER RESOLVED, the City of Swartz Creek City Council designates, authorizes, and directs the City Manager to act as signatory and to execute any and all instruments required for the lease, per the city's land sale policy of April 28, 2014.

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

NO: None. Motion Declared Carried.

RESOLUTION TO ADOPT AN ORDINANCE 455, AN ORDINANCE TO AMEND THE PURCHASING ORDINANCE OF THE CITY

Resolution No. 210927-11

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Henry

WHEREAS, the city maintains a purchasing policy to ensure efficiency in spending of public dollars, transparency in purchasing choices, accountability of staff and council, and a degree of administrative autonomy related to timely actions; and

WHEREAS, periodic review of the ordinance to review purchasing thresholds is required to ensure the impacts of inflation are accounted for.

THEREFORE, I MOVE the City of Swartz Creek ordains:

**CITY OF SWARTZ CREEK
ORDINANCE NO. 455**

An ordinance to amend the Code of Ordinances Section 2-402 to remove and replaced certain sections related to purchasing requirements

THE CITY OF SWARTZ CREEK ORDAINS:

Section 1. Removal and replacement of Section 2-402 (a) of the Code of Ordinances.

The City hereby removes Section 2-402 (a) from the Code of Ordinances and replaces it with the following:

(a) It is the intent of this policy to provide for competitive pricing involved in all purchases and contracts, except as specifically provided for in this division. The purchasing agent shall prepare rules concerning purchasing for the city.

(1) Transactions less than \$7,500.00. The purchasing agent, subject to budgetary appropriations, is authorized to make purchases of materials and equipment and contract for labor or materials in an amount not to exceed \$7,500.00, without further approval of the city council.

Except for those situations requiring the need for sealed *bids*, the purchasing agent, shall consider all circumstances surrounding the purchase to be made or the service to be provided. If it is in the best interest of the city, the purchasing agent shall deal with sources within the city.

- a. Quotations. The purchasing agent shall secure or cause to be secured quotations from no less than two sources in all transactions involving expenditures of \$3,000.00 or more and less than \$7,500.00. The purchasing agent shall maintain a written record of the quotations received.
 - b. Other. Transactions involving expenditures less than \$3,000.00 may be authorized by the purchasing agent in such manner and from such source as the purchasing agent may determine.
- (2) Transactions of \$7,500.00 or more. The purchasing agent shall secure sealed *bids* in all transactions involving an expenditure of \$7,500.00 or more.
- a. Sealed *bids* shall not be required in the following instances:
 - 1. Where the subject of the purchase or contract is other than a public work or improvement and the product or material to be transacted for is not competitive in nature, provided that in no instance shall such product or material be transacted for without prior council approval.
 - 2. The city council may, at the request of the city manager, authorize the city manager to negotiate a contract for the purchase of any product, material or service with a provider of such product, material or service without regard to the requirements of this section relative to purchases where the city council finds:
 - i. Due to circumstances beyond the control of the city, the market for such product, material or service is not competitive even though such product, material or service is normally competitive in nature; and
 - ii. The economic interests of the city are best served by negotiating a contract with a provider of the product, material or service without requesting sealed *bids*.
 - 3. In the employment of professional services, provided that in no instance shall such professional service be contracted for without prior council approval.
 - 4. If the city elects to use city personnel.

Section 2. Effective date.

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

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

NO: None. Motion Declared Carried.

8002 Miller

Discussion

Mr. Zettel commented there has been no recent communication from the tenant on the past due rent. He doesn't feel like this relationship is going to continue well. He feels there has been a lack of communication and effort from the tenant and the council has made a very good effort to help the tenant during Covid and even after. The original plan was that this property was to be purchased by tenant by now. Mayor Pro Tem Hicks remarked she isn't sure why the tenant hasn't come to any council meetings to explain her situation. Councilmember Florence feels that we have been more than patient with the tenant. Councilmember Fountain also commented that the tenant as failed at lack of communication with the council.

Resolution No. 210927-12

(Carried)

Motion by Councilmember Henry
Second by Councilmember Florence

I Move the Swartz Creek City Council request the attorney to proceed with eviction process.

YES Pinkston, Henry, Florence, Hicks, Krueger, Fountain.
NO: Gilbert. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Florence feels things are getting better in Swartz Creek. Church attendance has picked up.

Councilmember Henry commented about the landscaping on the property at the corner of Miller/Raubinger. There seems to be a lot of it in the right of way.

Mayor Pro Tem Hicks welcomed the Tom's to the community. She hopes that the tenant at 8002 Miller figures out a way avoid eviction. She attended a Plante Moran webinar and it was very interesting. The Women's Club had a most admired women presentation and three women were award Katie Thompson, Boots Abrams and Charlene Howe.

Councilmember Gilbert noticed there is concrete on the property on the east side of Seymour Road north of the railroad tracks. Mr. Zettel will investigate it. Councilmember Gilbert also welcomed the Tom's family.

Councilmember Pinkston noticed Mr. Lengyel passed and is curious what will happen to the property on Elms Road south of Miller.

Mayor Krueger is happy with the hybrid meetings and how well they are going.

ADJOURNMENT

Resolution No. 210927-13

(Carried)

Motion by Councilmember Pinkston
Second by Councilmember Henry

I Move the Swartz Creek City Council adjourn the regular meeting at 8:32 p.m.

Unanimous Voice Vote.

David A. Krueger, Mayor

Connie Olger, City Clerk

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PARK AND RECREATION ADVISORY BOARD
MINUTES OF REGULAR MEETING
PAUL D. BUECHE MUNICIPAL BUILDING
October 6, 2021

Meeting called to order at 5:30 p.m. by Vice-Chairperson Barclay.

Members Present: James Barclay, Mark Gonyea, Rae Lynn Hicks, George Hicks, &Trudy Plumb.

Members Absent: Sandi Brill Samantha Fountain, Vacant, & Connie Olger.

Staff Present: Adam Zettel, Robert Bincsik.

Others Present: Nate Henry, Lania, Rocha, & Mike Sucholdolski.

APPROVAL OF AGENDA: Motion by Gonyea to approve the amended agenda of October 6, 2021, support by Rae Lynn Hicks.

Unanimous Voice Vote.
Motion Declared Carried.

APPROVAL OF MINUTES: Motion by Plumb to approve minutes of September 1, 2021, support by Gonyea.

Unanimous Voice Vote.
Motion Declared Carried.

MEETING OPEN TO THE PUBLIC: Nate Henry noted that October 10th was Mr. Jentery Farmer's birthday. He had comments for the reservation form.

COMMUNICATIONS TO THE BOARD:

- A. September 1, 2021 Minutes
- B. Staff Letter
- C. Park Rules
- D. Disc Golf funding Packet and Logo
- E. Pavilion Estimate

REPORTS:

- A. City Manager: MDOT / TAP Trail is looking to be completed in 2022. Easements are finally coming along nicely. Trash lids are being crafted for the parks. Elms gates and wood chips are to be bid out. The Elms drive was graded.
- B. DPW Director: Routine maintenance is going well.

BUSINESS:

- A. Park Rules and Reservations: The park board had many comments for the rules and reservation form. The form needs to exclude Elms horse shoe pits and Abrams volleyball. Need to include the dog park. The rules need to include drug free reference. Prohibitions on staples/nails, as well as non-degradable confetti and debris. Prohibit hazmat dumping. Update will be reviewed in November.
- B. Pavilion Scope: A proposal to purchase and install a 30x40 steel pavilion at Otterburn was received from Tri City Construction. With a 4" slab, the cost would be about \$33,000. The park board felt this was generally agreeable. Mr. Zettel will run this past the Farmer family and look to further solidify a bid or quote system for procurement.
- C. Disc Golf Community Build: The disc golf folks attended the meeting and updated the commission on their efforts to cut back brush and smooth fairways, install baskets, and install tee pads. The group was agreeable to the formal sponsorship by the non-profit, Shattered Chains, to raise more funds for the park. The logo design was also agreeable.

MEETING OPEN TO PUBLIC: None.

BOARD MEMBER COMMENTS: Mr. Gonyea felt that Whitney Court should either be an enhanced gateway to Abrams, or it should be removed when the streets are reconstructed.

Motion by Plumb, adjourn the meeting, supported by George Hicks.

Unanimous Voice Vote.
Motion Declared Carried.

ADJOURNMENT: Meeting adjourned at 6:34 p.m.

NEXT MEETING: November 2, 2021, 5:30 p.m.

Connie Olger, Secretary

CHECK REGISTER FOR CITY OF SWARTZ CREEK
CHECK DATE FROM 09/01/2021 - 09/30/2021

Highlighted amount is total for that vendor

Check Date	Check	Vendor Name	Description	Amount
Bank GEN CONSOLIDATED ACCOUNT				
09/01/2021	49783	5376 MILLER RD LLC AND	2021 SUM TAX REFUND MTT 58-29-551-011 2021 SUM INTEREST REFUND 58-29-551-011	4,190.46 6.34 <u>4,196.80</u>
09/01/2021	49784	BLUE CARE NETWORK-EAST MI	RETIREE HEALTH SEPT 2021 CLOLINGER	1,479.19
09/01/2021	49785	CHASE CARD SERVICES	MONTHLY STATEMENT 7/22-8/21/21	201.78
09/01/2021	49786	CONSUMERS ENERGY	8067 MILLER 7/22-8/20/21	53.82
09/09/2021	49787	ADS PLUS PRINTING LLC	BUSINESS CARDS J FLORENCE & R BINCSIK 25 2500 #10 REG WHITE ENVELOPES	92.40 348.40 <u>440.80</u>
09/09/2021	49788	ANN MARIE BRADY	ELMS PARK REFUND 10/3/21	220.00
09/09/2021	49789	BIO-SERV CORPORATION	PEST CONTROL - PUBLIC SAFETY BLDG	59.00
09/09/2021	49790	CATHERINE SHERMAN	ELMS PARK DEPOSIT REFUND 8/29/21 #1	100.00
09/09/2021	49791	CHARTER TOWNSHIP OF MUNDY	JOINT INSP & PERMIT FEES JULY 2021	17,885.67
09/09/2021	49792	CITY OF SWARTZ CREEK	PETTY CASH REIMB THROUGH 9/7/21	157.13
09/09/2021	49793	COMCAST BUSINESS	MONTHLY INVOICE 8/29-9/28/21	179.11
09/09/2021	49794	CONSUMERS ENERGY	5121 MORRISH RD 7/30-8/29/21	306.08
09/09/2021	49795	CONSUMERS ENERGY	8011 MILLER RD 7/30-8/29/21	29.09
09/09/2021	49796	CONSUMERS ENERGY	8095 CIVIC DR 7/30-8/29/21	788.79
09/09/2021	49797	CONSUMERS ENERGY	5361 WINSHALL DR #2 RESTRMS 9987 7/30-8/	45.19
09/09/2021	49798	CONSUMERS ENERGY	9099 MILLER RD 7/30-8/29/21	34.00
09/09/2021	49799	CONSUMERS ENERGY	5361 WINSHALL DR 8369 7/30-8/29/21	31.47
09/09/2021	49800	CONSUMERS ENERGY	5257 WINSHALL DR 7/30-8/29/21	29.09
09/09/2021	49801	CONSUMERS ENERGY	8083 CIVIC DR 7/30-8/29/21	713.84
09/09/2021	49802	CONSUMERS ENERGY	8499 MILLER RD 7/30-8/29/21	31.18
09/09/2021	49803	CONSUMERS ENERGY	8059 FORTINO DR 7/30-8/29/21	56.07
09/09/2021	49804	CONSUMERS ENERGY	4510 MORRISH RD 7/30-8/29/21	39.48
09/09/2021	49805	CONSUMERS ENERGY	5015 HOLLAND DR LOT LIGHTS 7/30-8/29/21	39.17
09/09/2021	49806	CONSUMERS ENERGY	8100 CIVIC DR 8/2-8/30/21	1,033.09
09/09/2021	49807	CONSUMERS ENERGY	8301 CAPPY LN 8/2-8/30/21	277.77
09/09/2021	49808	CONSUMERS ENERGY	SIRENS TRAFFIC LIGHTS 1997 8/1-8/31/21	31.22
09/09/2021	49809	CONSUMERS ENERGY	4125 ELMS RD PAVILION 4437 8/3-8/31/21	36.53
09/09/2021	49810	CONSUMERS ENERGY	4125 ELMS RD 4353 8/3-8/31/21	55.77
09/09/2021	49811	CONSUMERS ENERGY	ELMS PARKING LOT AREA LIGHTS 2300 8/1-8/	38.80
09/09/2021	49812	CONSUMERS ENERGY	TRAFFIC LIGHTS 1781 8/1-8/31/21	475.95
09/09/2021	49813	CONSUMERS ENERGY	4524 MORRISH RD 8/1-8/31/21	64.82
09/09/2021	49814	CONSUMERS ENERGY	STREET LIGHTS 1294 8/1-8/31/21	7,069.06
09/09/2021	49815	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	1,630.45
09/09/2021	49816	CONSUMERS ENERGY	6425 MILLER PARK & RIDE 8/3-8/31/21	129.41
09/09/2021	49817	CRYSTAL L SANDERS	ELMS PARK DEPOSIT REFUND 9/2/21 #2	100.00
09/09/2021	49818	DANIEL KELLY	CORROSION AND SCALE BASICS ZETTEL	165.00
09/09/2021	49819	DEANNA KORTH	BANK MILEAGE DEANNA KORTH AUGUST 2021	26.21
09/09/2021	49820	DORNBOS SIGN & SAFETY INC	STREET SIGNS	147.36
09/09/2021	49821	DOUGLAS F SHERMAN	REPAIR AIR CONDITIONER AT PUBLIC SAFETY REPAIR AIR CONDITIONER AT SR CENTER/LIBR	753.75 367.00 <u>1,120.75</u>
09/09/2021	49822	ENERGY REDUCTION COALITION	EXCESS BENEFIT PAYMENT	1,126.55
09/09/2021	49823	FAMILY FARM AND HOME INC	AUGUST 2021 INVOICES	134.96
09/09/2021	49824	FERGUSON WATERWORKS #3386	8X15 FS1 REP CLMP	143.77
09/09/2021	49825	FIDELITY SECURITY LIFE INSUR/EYEMED	RETIREE VISION SEPT 2021 (5)	34.84
09/09/2021	49826	FLINT BATTERIES LLC	BATTERIES FOR EXIT SIGN AT SR CENTER	28.80
09/09/2021	49827	FLINT WELDING SUPPLY	CYLINDER COMPRESSED OXYGEN	5.00
09/09/2021	49828	GENA SANDERS	ELMS PARK DEPOSIT REFUND 9/4/21 #4	100.00
09/09/2021	49829	GENESEE CTY DRAIN COMMISSIONER	NPDES PHASE II 7/1-9/30/21	1,941.32
09/09/2021	49830	GFL ENVIRONMENTAL USA INC	FY22 GARBAGE/RECYCLING/YARD WASTE AUGUST	24,843.00

09/09/2021	49831	GILL ROYS HARDWARE	AUGUST 2021 INVOICES LESS DISCOUNT	209.66
09/09/2021	49832	GLAESER DAWES	ROAD CONSTRUCTION OAKVIEW/WINSTON/CHELMS	189,064.47
09/09/2021	49833	INA STORE INC	MUFFLER/CLAMP FOR BACKHOE	379.72
09/09/2021	49834	INTEGRITY BUSINESS SOLUTIONS	PENS (4 DZ)/LETTER OPENER	17.65
09/09/2021	49835	JAMS MEDIA LLC	BASEMENTS PUBLIC HEARING/ORD 453	193.30
09/09/2021	49836	JAY SANDFORD	REIMB FOR MEDICAL	60.00
09/09/2021	49837	JEROME J GALLAGHER PHD	SERVICES RENDERED R BENCSIK	1,502.00
09/09/2021	49838	JERRY'S TIRE	11R225 TIRES (6)/DISMOUNT & MOUNT/VALVE	3,123.80
09/09/2021	49839	JODY KEY	BANK MILEAGE JODY KEY AUGUST 2021	30.58
09/09/2021	49840	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES/OTHER (3)	1,400.00
			MOW & TRIM CITY PROPERTIES/OTHER (1)	1,305.00
				2,705.00
09/09/2021	49841	KCI	ESTIMATED POSTAGE OCT 2021 UB BILLS	894.60
09/09/2021	49842	LARHONDA COLEY	ELMS PARK DEPOSIT REFUND 9/4/21 #2	100.00
09/09/2021	49843	LEGACY ASSESSING SERVICES INC	ASSESSING SERVICES SEPTEMBER 2021	2,487.00
09/09/2021	49844	MICHIGAN ASSOC OF PLANNING	PLANNING MICHIGAN VIRTUAL CONF N HENRY	210.00
09/09/2021	49845	MICHIGAN RURAL WATER ASSOCIATION	WATER REVIEW S1 S2 ZETTEL 10/19-20/21	310.00
09/09/2021	49846	MS WILLIE MAHAN	ELMS PARK DEPOSIT REFUND 9/5/21 #3	100.00
09/09/2021	49847	OLIVIA HERNANDEZ	ELMS PARK DEPOSIT REFUND 9/5/21 #2	100.00
09/09/2021	49848	PARAGON LABORATORIES INC	WATER SAMPLES WO SWARTZ CREEK	348.00
09/09/2021	49849	PROFESSIONAL SERVICE INDUSTRIES INC	FREDERICK STREET GEOTECHNICAL SERVICES	1,060.00
			HILL ROAD GEOTECHNICAL SERVICES	1,060.00
			SCHOOL STREET GEOTECHNICAL SERVICES	1,060.00
			THE WOODS GEOTECHNICAL SERVICES	2,210.00
			CITY HALL GEOTECHNICAL SERVICES	2,000.00
			MILLER ROAD GEOTECHNICAL SERVICES	810.00
				8,200.00
09/09/2021	49850	RWS OF MID MICHIGAN	DUMPSTER AT DWP REMOVAL	204.49
09/09/2021	49851	SARGENTS TITLE COMPANY	TITLE SEARCH W/EASEMENTS 5376 MILLER	300.00
			TITLE SEARCH W/EASEMENTS 5392 MILLER RD	300.00
			TITLE SEARCH W/EASEMENTS 5404 MILLER RD	300.00
			TITLE SEARCH W/EASEMENTS 5420 MILLER RD	300.00
			TITLE SEARCH W/EASEMENTS 6060 W BRISTOL	300.00
			TITLE SEARCH W/EASEMENTS 6060 W BRISTOL	300.00
			TITLE SEARCH W/EASEMENTS 5370 MILLER RD	300.00
			TITLE SEARCH W/EASEMENTS 5354 MILLER RD	300.00
			TITLE SEARCH W/EASEMENTS 5344 MILLER RD	300.00
			TITLE SEARCH W/EASEMENTS 5334 MILLER RD	300.00
			EASEMENT SEARCH 5286 MILLER 58-29-551-02	(50.00)
				2,950.00
09/09/2021	49852	SO'MONA NEITHER	ELMS PARK DEPOSIT REFUND 9/4/21 #1	100.00
09/09/2021	49853	STAPLES	HDMI TO HDMI CABLE 6 FT	7.59
			LABELS 3 BOXES	72.03
				79.62
09/09/2021	49854	SUBURBAN AUTO SUPPLY	OIL FILTER/AIR FILTER/5W30 QT (7) #7-15	61.01
			ANTIFREEZE (2)	23.98
			AW46 HYD OIL	42.99
				127.98
09/09/2021	49855	SUPER FLITE OIL CO INC	FUEL - DPW AUGUST 2021	820.52
09/09/2021	49856	SWANK MOTION PICTURE INC.	DVD THE BLIND SIDE 9/3/21	465.00
09/09/2021	49857	THALIA CURTIS	ELMS PARK DEPOSIT REFUND 8/29/21 #4	100.00
09/09/2021	49858	TRIONNA LANG	ELMS PARK DEPOSIT REFUND 9/5/21	100.00
09/13/2021	49859	ADS PLUS PRINTING LLC	NAME BADGE JOHN KNICKERBOCKER	14.40
09/13/2021	49860	BIO-SERV CORPORATION	PEST CONTROL - CITY HALL/LIBRARY-SR CTR	114.00
09/13/2021	49861	DOUGLAS F SHERMAN	REPAIR AIR CONDITIONER/OUBLIC SAFETY BLD	713.50

09/13/2021	49862	GLAESER DAWES	USDA WATERMAIN PROJ OAKVIEW/MILLER/BRIST	75,593.83
09/13/2021	49863	OHM ADVISORS	TRANSITION DIR PUBLIC & COMMUNITY SRVCS	1,800.00
09/13/2021	49864	U. S. POST OFFICE	POSTAGE FOR NEWSLETTER	683.28
09/13/2021	49865	VERIZON WIRELESS	MONTHLY INVOICE 8/2/21-9/1/21	487.37
09/23/2021	49866	ADS PLUS PRINTING LLC	FALL 2021 NEWSLETTER	1,279.26
09/23/2021	49867	B & S HYDRAULIC & AIR TOOL REPAIR	PARTS/LABOR FOR 1202 DUMP TRUCK	185.80
09/23/2021	49868	BLUE CARE NETWORK-EAST MI	RETIREE HEALTH OCT. 2021 CLOLINGER	1,479.19
09/23/2021	49869	BRADYS BUSINESS SYSTEMS	COPY MACHINE MAINTENANCE AGREEMENT	1,079.43
09/23/2021	49870	BS & A SOFTWARE	BLDG DEPT ONLINE SETUP CONTRACTOR SERV &	2,000.00
09/23/2021	49871	CALIBER HOME LOANS	2021 Sum Tax Refund 58-03-533-107	1,493.65
09/23/2021	49872	CENTRAL LOAN ADMINISTRATION	2021 Sum Tax Refund 58-03-528-011	1,694.29
09/23/2021	49873	CONSUMERS ENERGY	48473 LED LIGHT RD WORCHESTER/CHESTERFIE	49.14
09/23/2021	49874	COVIUS MORTGAGE SOLUTIONS	SUMMER 2021 TAX OVRPMT 58-03-533-082	1,906.76
09/23/2021	49875	DALE MOORE	ELMS PARK DEPOSIT REFUND 9/11/21 #2	100.00
09/23/2021	49876	DELTA DENTAL PLAN	RETIREE DENTAL OCTOBER 2021 (5)	348.58
09/23/2021	49877	DENISE GANTZ	ELMS PARK DEPOSIT REFUND 9/11/21 #1	100.00
09/23/2021	49878	DOUGLAS F SHERMAN	AIR CONDITIONER REPAIR PUBLIC SAFETY BLD	861.00
09/23/2021	49879	DOVENMUEHLE MORTGAGE INC	2021 Sum Tax Refund 58-36-578-019	3,418.00
09/23/2021	49880	ELIZABETHANNE NELSON	ABRAMS PARK DEPOSIT REFUND 9/12/21	100.00
09/23/2021	49881	FERGUSON WATERWORKS #3386	BLUE MARKING PAINT/BLUE & GREEN FLAGS	42.23
09/23/2021	49882	GAY A COOPER	ELMS PARK DEPOSIT REFUND 9/18/21 #2	100.00
09/23/2021	49883	GEN CTY ROAD COMMISSION	S-MTCE & OPERATIONS AUGUST 2021	356.11
			SIGNAL MILLER @ FAIRCHILD AUGUST 2021	244.97
				601.08
09/23/2021	49884	INTEGRITY BUSINESS SOLUTIONS	ROLL KITCHEN TOWELS (2)/BATH TISSUE	106.90
			KITCHEN TOWEL ROLLS 2 CT	49.98
				156.88
09/23/2021	49885	JAY'S SEPTIC TANK SERVICE	PORT-A-JON RENTAL 8/27-9/23/21	120.00
			PORT-A-JON RENTAL 8/30-9/26/21	260.00
			PORT-A-JON RENTAL 8/27-8/30/21	260.00
				640.00
09/23/2021	49886	JENNIFER MADDOX	ELMS PARK DEPOSIT REFUND 9/19/21 #4	100.00
09/23/2021	49887	JOHANNA GEISENHAVER	ELMS PARK DEPOSIT REFUND 9/18/21 #3	100.00
09/23/2021	49888	JOHN CARL KIRK	TREE TRIMMING HERITAGE	3,200.00
			TREE TRIMMING SPRINGBROOK EAST	4,000.00
				7,200.00
09/23/2021	49889	JOSE A MIRELES	MOW & TRIM CITY PROPERTIES	1,245.00
			MOW & TRIM CITY PROPERTIES	1,245.00
				2,490.00
09/23/2021	49890	KARAN PINKSTON	UB REFUND FOR 5213 DURWOOD	108.76
09/23/2021	49891	KASEY FREE	ELMS PARK DEPOSIT REFUND 9/12/21 #3	100.00
09/23/2021	49892	KATRINA STRONG	ELMS PARK DEPOSIT REFUND 9/19/21 #2	100.00
09/23/2021	49893	KENNEDY INDUSTRIES INC	FIELD SERVICE CAPPY LIFT STATION 9/3/21	1,795.00
09/23/2021	49894	LERETA LLC	2021 Sum Tax Refund 58-03-533-110	2,143.62
09/23/2021	49895	LOANCARE LLC	2021 Sum Tax Refund 58-02-552-008	1,772.88
09/23/2021	49896	MATUREN & ASSOCIATES INC	REVIEW GENZINK APPR REPORT 6060 BRISTOL	1,700.00
09/23/2021	49897	MICH ASSOC MUNICIPAL CLERKS	MAMC FREE EDUCATION DAY LUNCHEON FEE	30.00
09/23/2021	49898	MICHELLE HUGHES	ELMS PARK DEPOSIT REFUND 9/12/21 #1	100.00
09/23/2021	49899	NATHAN HENRY	MILEAGE TO METRO ALLIANCE MEETINGS 7/21/	24.64
09/23/2021	49900	NORM WOOD	ELMS PARK DEPOSIT REFUND 9/12/21 #2	100.00
09/23/2021	49901	OHM ADVISORS	DYE TO ELMS TRAIL	3,918.00
09/23/2021	49902	OHM ADVISORS	WATER MASTER PLAN UPDATE	11,081.00
09/23/2021	49903	OHM ADVISORS	USD GRANT APP PHII	8,569.50
09/23/2021	49904	OHM ADVISORS	MILLER RD PRELIMINARY ENG	11,527.50
09/23/2021	49905	OHM ADVISORS	OAKVIEW, CHELMSFORD, OXFORD ROADS-CONSTR	52,612.00

09/23/2021	49906	RACHEL DOYLE	ELMS PARK DEPOSIT REFUND 9/19/21 #1	100.00
09/23/2021	49907	RAYMOND H BROWN	ELMS PARK DEPOSIT REFUND 9/11/21 #4	100.00
09/23/2021	49908	ROCKET MORTGAGE LLC	2021 Sum Tax Refund 58-36-529-033	3,302.18
09/23/2021	49909	ROWE PROFESSIONAL SERVICES CO	DISTRICT 3 SEWER	6,906.25
09/23/2021	49910	ROWE PROFESSIONAL SERVICES CO	UPDATE 2021 SEWER REHAB PROJECT MAP	907.50
09/23/2021	49911	SHANIA WILBURN	ELMS PARK DEPOSIT REFUND 9/11/21 #3	100.00
09/23/2021	49912	SIMEN FIGURA & PARKER PLC	MONTHLY INVOICE AUGUST 2021	5,054.00
09/23/2021	49913	SPRINGBROOK COLONY CONDO ASSOC	REIMB FOR STAMMS TREE TRIMMING	7,020.00
09/23/2021	49914	STATE OF MICHIGAN-DEQ WTR	DRINKING WATER LAB TESTING	112.00
09/23/2021	49915	SUBURBAN AUTO SUPPLY	BATTERY/FOR BUCKET TRUCK	123.99
			40 QT BAG OIL DRI (3)	40.47
			CARB CLEAN/GREASE TUBE FOR PAPER SHREDDE	9.98
			BALL BEARING/ABRAMS PARK MERRY-GO-ROUND	131.98
				<u>306.42</u>
09/23/2021	49916	SWARTZ CREEK AREA FIRE DEPT.	FIRE SERVICES AUGUST 2021	3,504.62
09/23/2021	49917	TAMMY ETHERLY	ELMS PARK DEPOSIT REFUND 9/18/21 #4	100.00
09/23/2021	49918	TASHAN CHAPPELL	ELMS PARK DEPOSIT REFUND 9/17/21	100.00
09/23/2021	49919	TRACY CONWAY	ELMS PARK DEPOSIT REFUND 9/18/21 #1	100.00
09/23/2021	49920	UNUM LIFE INSURANCE	OCTOBER 2021 RETIREE LIFE (4)	44.25
09/23/2021	49921	US BANK HOME MORTGAGE	2021 Sum Tax Refund 58-36-528-003	3,153.72
GEN TOTALS:				
Total of 139 Checks:				516,386.08
Less 0 Void Checks:				0.00
Total of 139 Disbursements:				<u>516,386.08</u>

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7489 GROVE ST	58-01-100-010	Final Zoning	09/01/2021	09/01/2021	Approved
8230 CRAPO ST	58-02-200-036	Footing office additi	09/01/2021	09/01/2021	Approved
7551 CHURCH ST	58-36-551-017	Initial	09/01/2021	09/01/2021	Violation(s)
1 DRAGON DRIVE	58-02-100-006	Footing-Classroom 1	09/02/2021	09/02/2021	Approved
8230 CRAPO ST	58-02-200-036	Underground	09/02/2021	09/02/2021	Approved
3418 DYE RD	58-29-551-023	Status	09/07/2021	09/08/2021	No Change
7512 GROVE ST	58-01-100-019	Status	09/07/2021	09/14/2021	Complied
5304 GREENLEAF DR	58-03-533-054	Final	09/07/2021	09/07/2021	Approved
5286 WORCHESTER DR	58-02-551-004	Status	09/07/2021	09/07/2021	Partially Comple
5218 GREENLEAF DR	58-03-533-065	Site Inspection	09/07/2021	09/07/2021	Complied
7193 RUSSELL DR	58-36-676-085	Rough	09/07/2021	09/07/2021	Approved
7538 MILLER RD 2	58-36-300-021	Initial	09/08/2021	09/08/2021	Violation(s)
6166 MILLER RD	58-31-526-004	Final Zoning	09/08/2021	09/08/2021	Approved
7442 GROVE ST	58-01-502-108	Initial	09/08/2021	09/08/2021	Complied
5228 WORCHESTER DR	58-02-502-003	Post Hole	09/08/2021	09/08/2021	Approved
4036 ELMS RD	58-36-526-068	Initial	09/08/2021	09/08/2021	Violation(s)
5167 BIRCHCREST DR	58-03-531-083	Initial	09/08/2021	09/08/2021	Violation(s)
3418 DYE RD	58-29-551-023	Status	09/09/2021	09/09/2021	No Change
1 DRAGON DRIVE	58-02-100-006	Footing-STEM Addi	09/09/2021	09/09/2021	Approved
6033 MILLER RD	58-31-200-014	Follow Up	09/13/2021	09/13/2021	Complied
5304 DON SHENK DR	58-02-552-010	Follow Up	09/13/2021	09/13/2021	Complied
7287 MILLER RD	58-36-577-033	Initial	09/13/2021	09/13/2021	Complied
1 DRAGON DRIVE	58-02-100-006	Footing-Classroom 1	09/13/2021	09/13/2021	Approved
5228 WORCHESTER DR	58-02-502-003	Final	09/13/2021	09/13/2021	Approved
5243 DURWOOD DR	58-03-533-168	Status	09/14/2021	09/14/2021	Partially Comple
8024 MILLER RD	58-35-576-043	Status	09/14/2021	09/14/2021	No Change
5240 OAKVIEW DR	58-02-501-002	Status of Project	09/14/2021	09/14/2021	Disapproved
4369 ROUNDHOUSE RD	58-36-300-030	Site Inspection	09/14/2021	09/14/2021	No Violation
8012 MAPLE ST 2	58-02-530-045	Initial	09/14/2021	09/14/2021	Violation(s)
4318 MORRISH RD	58-35-576-015	Initial	09/14/2021	09/14/2021	Complied
1 DRAGON DRIVE	58-02-100-006	Underground-North	09/15/2021	09/15/2021	Approved
4036 ELMS RD	58-36-526-068	Ordinance	09/16/2021	09/16/2021	Complied
8230 CRAPO ST	58-02-200-036	Foundation Wall-Of	09/16/2021	09/16/2021	Approved
5036 THIRD ST	58-01-502-018	Final	09/16/2021	09/16/2021	Approved
8100 CIVIC DR	58-35-576-037	Final	09/16/2021	09/16/2021	Approved
4289 ALEX MARIN DR	58-36-676-099	Status	09/20/2021	09/20/2021	No Change

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
7538 MILLER RD 2	58-36-300-021	Reinspection	09/20/2021	09/20/2021	Complied
MORRISH RD	58-35-576-001	Site Visit-Retaining V	09/20/2021	09/20/2021	Approved
8129 CRAPO ST	58-02-200-034	Final	09/20/2021	09/20/2021	Approved
7041 MILLER RD	58-36-577-010	Final	09/20/2021	09/20/2021	Partially Approv
4369 ROUNDHOUSE RD	58-36-300-029	Initial	09/21/2021	09/30/2021	Violation(s)
8230 CRAPO ST	58-02-200-036	Backfill-Office Addi	09/21/2021	09/21/2021	Not Ready
5273 GREENLEAF DR	58-03-533-090	Initial	09/21/2021	09/21/2021	Complied
9135 NORBURY DR	58-03-533-190	Initial	09/22/2021	09/22/2021	Complied
5243 DURWOOD DR	58-03-533-168	Status	09/23/2021	09/23/2021	Complied
8024 MILLER RD	58-35-576-043	Status	09/23/2021	09/28/2021	Complied
1 DRAGON DRIVE	58-02-100-006	Floor-Office Additic	09/27/2021	09/27/2021	Approved
4935 ITA CT	58-35-400-016	Site Inspection	09/27/2021	09/27/2021	Violation(s)
5242 SEYMOUR RD	58-03-531-067	Status	09/28/2021	09/28/2021	No Change
4036 ELMS RD	58-36-526-068	Reinspection	09/28/2021	09/28/2021	Complied
4935 ITA CT	58-35-400-016	Code	09/28/2021	09/28/2021	Violation(s)
5351 SEYMOUR RD	58-03-533-028	Site Inspection	09/28/2021	09/28/2021	No Violation
8129 INGALLS ST 1	58-02-200-005	Follow Up	09/28/2021	09/28/2021	Complied
8129 INGALLS ST 2	58-02-200-005	Follow Up	09/28/2021	09/28/2021	Violation(s)
8230 CRAPO ST	58-02-200-036	Backfill-Office Addi	09/29/2021	09/29/2021	Approved
1 DRAGON DRIVE	58-02-100-006	Underground-North	09/29/2021	09/29/2021	Approved
1 DRAGON DRIVE	58-02-100-006	Underground	09/29/2021	09/29/2021	Approved
5255 OAKVIEW DR	58-02-501-113	Initial	09/29/2021	09/29/2021	Complied
5286 WORCHESTER DR	58-02-551-004	Status	09/30/2021	09/30/2021	Partially Complic
4361 SPRINGBROOK DR	58-36-651-189	Final	09/30/2021	09/30/2021	Approved

Inspections: 60

Population: All Records

Inspection.Date\TimeScheduled Between 9/1/2021 12:00:00 AM AND 9/30/2021 11:59:59 PM

City of Swartz Creek Building Permit List 2021

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee		Location	Type of Construction
Building								
PB2100041	09/23/21	WOLGAST CORP	(989) 790 9120	58-02-200-036	\$3,603,015	\$11,294.00	8230 CRAPO ST	48473 School Project
PB2100066	09/20/21	Home Pro Roofing	(810) 223 3001	58-36-527-001	\$0	\$100.00	4167 SILVER MAPLE LN	48473-Roofing
PB2100067	09/20/21	D & W Windows & Enclosures	(810) 658 8777	58-36-651-189	\$11,000	\$218.00	4361 SPRINGBROOK DR	48473-Res Add/Alter/Repair
Total:		3 Permits	Value: \$3,614,015		Fee Total: \$11,612.00		Total Number of Dwelling Units 0	

Electrical								
PE2100035	09/20/21	Energy Electric	(248) 866 8828	58-02-100-009	\$0	\$154.00	8603 MILLER RD	48473-Electrical
PE2100036	09/20/21	Blessing Co.	(810) 694 4861	58-36-530-002	\$0	\$139.00	7221 PARK RIDGE PKWY	48473-Electrical
Total:		2 Permits	Value: \$0		Fee Total: \$293.00		Total Number of Dwelling Units 0	

Mechanical								
PM210048	09/07/21	Goyette Mechanical	(810) 742 8530	58-02-100-002	\$0	\$190.00	9015 MILLER RD	48473 Mechanical
PM210049	09/07/21	Goyette Mechanical	(810) 742 8530	58-03-532-007	\$0	\$160.00	5160 HELMSLEY DR	48473-Mechanical
PM210050	09/09/21	BB Service Technician LLC	(810) 348 7255	58-36-676-074	\$0	\$275.00	4248 LINDSEY DR	48473 Mechanical
PM210051	09/13/21	Adkisson & Sons Htg & Clg Inc	(810) 695 9300	58-36-651-219	\$0	\$160.00	7352 CROSSCREEK DR	48473-Mechanical
PM210052	09/23/21	P & H Plumbing & Heating, Inc	(810) 736 3830	58-36-651-123	\$0	\$160.00	4380 SPRINGBROOK DR	48473-Mechanical
Total:		5 Permits	Value: \$0		Fee Total: \$945.00		Total Number of Dwelling Units 0	

City of Swartz Creek Building Permit List 2021

Permit No.	Date	Applicant	Phone	Tax ID No.	Value of Const/Permit Fee	Location	Type of Construction
PROW-0212	09/07/21	Comcast Corporation		58-31-551-005	\$0 \$100.00	4315 ELMS RD	48473-Right of way
Total:		1 Permits	Value: \$0		Fee Total: \$100.00	Total Number of Dwelling Units 0	

Zoning

PZ21-0038	09/08/21	JAMISON, DAWN & ERIK		58-01-100-034	\$0 \$25.00	5017 HOLLAND DR	48473-Fence
PZ21-0039	09/20/21	I Signs & Designs	(586) 759 5706	58-02-100-009	\$6,000 \$125.00	8603 MILLER RD	48473-Sign
PZ21-0040	09/09/21	GORDON, MICHAEL		58-31-200-006	\$0 \$25.00	6280 MILLER RD	48473-Miscellaneous
PZ21-0041	09/20/21	Michigan Custom Fence	(810) 449 3037	58-03-533-071	\$1,980 \$25.00	5180 GREENLEAF DR	48473-Fence
PZ21-0042	09/22/21	MIHAIOFF, JOSEPH G & DC		58-03-531-059	\$6,968 \$25.00	5316 SEYMOUR RD	48473-Fence
PZ21-0043	09/30/21	LAUER, R KENNETH		58-31-100-007	\$7,570 \$0.00	6413 BRISTOL RD	48473-Fence
Total:		6 Permits	Value: \$22,518		Fee Total: \$225.00	Total Number of Dwelling Units 0	

Permit Total: 17 Value: \$3,636,533 Fee Total: \$13,175.00

Permit.DateIssued Between 9/1/2021 12:00:00 AM AND 9/30/2021 11:59:59 PM

Enforcements By Category

10/04/21

BLIGHT

Enforcement Number	Address	Status	Filed	Closed
E21-386	4036 ELMS RD	Closed	09/07/21	09/16/21
			Total Entries: 1	

BUILDING VIOLATIONS

Enforcement Number	Address	Status	Filed	Closed
E21-385	5218 GREENLEAF DR	Closed	09/02/21	09/07/21
E21-390	4369 ROUNDHOUSE RD	No Violation	09/13/21	09/14/21
E21-391	4935 ITA CT	Posted Property Cor	09/27/21	
			Total Entries: 3	

FIRE COST RECOVERY

Enforcement Number	Address	Status	Filed	Closed
E21-387	7070 MILLER RD A	False Alarm	09/09/21	
E21-388	7070 MILLER RD A	False Alarm	09/10/21	
E21-389	7070 MILLER RD A		09/10/21	
			Total Entries: 3	

NOXIOUS ODOR

Enforcement Number	Address	Status	Filed	Closed
E21-392	5351 SEYMOUR RD	No Violation	09/28/21	09/28/21
			Total Entries: 1	

WEED COMPLAINT

Enforcement Number	Address	Status	Filed	Closed
E21-381	5242 SEYMOUR RD	Inspection Pending	09/02/21	
			Total Entries: 1	

Enforcements By Category

10/04/21

Total Records: 9

Population: All Records

Enforcement.DateFiled Between 9/1/2021 12:00:00 AM AND 9/30/2021 11:59:59 PM

Certificates With Inspections

10/04/2021

Certificate Number	Address	Date Applied	Since	Issued	Last Inspection	Expires	Status
CR210061	7538 MILLER RD 2	09/02/2021	09/02/2021	09/20/2021	09/20/2021	09/20/2023	Certified
Reinspection	MATT	Matt Hart	Completed	Complied			
Initial	JKEY	Matt Hart	Completed	Violation(s)			
CR210065	5167 BIRCHCREST DR	09/08/2021	09/08/2021	09/08/2021	09/08/2021	09/08/2023	Suspended
Initial	JKEY	Matt Hart	Completed	Violation(s)			

Population: All Records

Record Count: 2

Certificate.DateIssued Between 9/1/2021 12:00:00 AM
AND 9/30/2021 11:59:59 PM

Public Works
Monthly Work Orders

10/05/21

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
WOFF21-2374 CANCELLED	CH10-008474-0000-02	ALLEN, STACI 8474 CHELMSFORD DR	09/13/21 09/13/21	WATER TURN OFF
FNRD21-1958 COMPLETED	SE20-005345-0000-01	RENO, DENNIS 5345 SEYMOUR RD	09/08/21 09/08/21	FINAL READ
FNRD21-1959 COMPLETED	PA10-007112-0000-06	JOHNSON, KEELY 7112 PARK RIDGE PKY	09/03/21 09/08/21	FINAL READ
FNRD21-1960 COMPLETED	WO10-005264-0000-01	STRAUSS, LEO 5264 WORCHESTER DR	09/01/21 09/01/21	FINAL READ
FNRD21-1961 COMPLETED	DO10-005393-0000-05	LEFF, ROBERT 5393 DON SHENK DR	09/01/21 09/01/21	FINAL READ
FNRD21-1962 COMPLETED	MC10-005080-0000-02	PATTERSON, JAMIE 5080 MC LAIN ST	09/03/21 09/03/21	FINAL READ
21-000028 COMPLETED	DO10-005327-0000-04	OSTERWYK, DENISE 5327 DON SHENK DR	09/03/21 09/07/21	WATER LEAK
READ21-0879 COMPLETED	MI10-008138-0000-01	SHARP FUNERAL HOME 8138 MILLER RD	09/03/21 09/03/21	READ METER
WOFF21-2383 CANCELLED	WO10-005173-0000-02	CATES, ROBERTA 5173 WORCHESTER DR	09/07/21 09/07/21	WATER TURN OFF
WOFF21-2384 CANCELLED	BI20-004177-0000-01	KOWALKO, KAREN 4177 BIRCH LN	09/07/21 09/07/21	WATER TURN OFF
LNDS21-0161 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	09/07/21 09/09/21	LANDSCAPING
FNRD21-1963 COMPLETED	DU10-005312-0000-02	MICHAILIAN, ALBERT & AYLEN 5312 DURWOOD DR	09/07/21 09/07/21	FINAL READ
FNRD21-1964 COMPLETED	WI10-005360-0000-02	OCKERMAN, RICHARD 5360 WINSHALL DR	09/08/21 09/08/21	FINAL READ
MNT21-0371 COMPLETED	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	09/08/21 09/09/21	BUILDING MAINTENA
GWO21-0615 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	09/09/21 09/10/21	GENERIC WORK ORDE
FNRD21-1965 COMPLETED	DO10-005421-0000-02	BEDELL, BRITTANY 5421 DON SHENK DR	09/10/21 09/13/21	FINAL READ
HYDR21-0033 COMPLETED	CH20-009162-0000-01	GOOLEY, MICHAEL 9162 CHESTERFIELD DR	09/13/21 09/13/21	HYDRANTS
WTON21-1391 COMPLETED	YA10-007006-0000-03	BLUE OCEAN LLC 7006 YARMY DR	09/14/21 09/14/21	WATER TURN ON
BXRP21-0190 COMPLETED	CH20-009162-0000-01	GOOLEY, MICHAEL 9162 CHESTERFIELD DR	09/13/21 09/13/21	CURB BOX REPAIR
WOFF21-2385 COMPLETED	CH10-008474-0000-02	ALLEN, STACI 8474 CHELMSFORD DR	09/15/21 09/15/21	WATER TURN OFF

Work Order # Work Order Status	Location ID	Customer Name Service Address	Date Recd Date Comp	Type
SI-000052 COMPLETED	MI10-008522-0000-01	LETAVIS, EDWARD 8522 MILLER RD	09/14/21 09/16/21	SIGNS
TRIM21-0047 COMPLETED	CA10-008408-0000-02	DWYER, PATRICIA 8408 CAPPY LN	09/14/21 09/15/21	TREE-TRIM
GWO21-0616 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	09/14/21 09/14/21	GENERIC WORK ORDE
CKME21-0473 COMPLETED	PA10-007152-0000-02	WOOD, MONICA 7152 PARK RIDGE PKY	09/15/21 09/15/21	CHECK METER
CKME21-0474 COMPLETED	CR10-008230-0000-01	MIDDLE SCHOOL, SWARTZ CREEK 8230 CRAPO ST	09/15/21 09/15/21	CHECK METER
GWO21-0617 COMPLETED	MI10-006319-0000-04	CORNERSTONE BAPTIST CHURCH 6319 MILLER RD	09/15/21 09/16/21	GENERIC WORK ORDE
CKME21-0475 COMPLETED	HT10-003284-0000-02	ARNDT, ELIZABETH 3284 HERITAGE BLVD	09/15/21 09/15/21	CHECK METER
WTON21-1392 COMPLETED	CH10-008474-0000-02	ALLEN, STACI 8474 CHELMSFORD DR	09/15/21 09/15/21	WATER TURN ON
BXRP21-0191	CH10-008474-0000-02	ALLEN, STACI 8474 CHELMSFORD DR	09/15/21	CURB BOX REPAIR
GWO21-0618 COMPLETED	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	09/15/21 09/16/21	GENERIC WORK ORDE
CKME21-0476 COMPLETED	MI10-007084-SUMM-01	KROGER CO OF MI 7084 MILLER RD	09/15/21 09/15/21	CHECK METER
READ21-0880 COMPLETED	DU10-005312-0000-03	PERRY, KATHERINE 5312 DURWOOD DR	09/16/21 09/16/21	READ METER
READ21-0881 CANCELLED	JE10-004084-0000-02	KRALAPP, WADE 4084 JENNIE LN	09/16/21 09/16/21	READ METER
READ21-0882 CANCELLED	SI10-004197-0000-01	SCHREIER, LEONARD 4197 SILVER MAPLE LN	09/16/21 09/16/21	READ METER
READ21-0883 COMPLETED	WI10-005372-0000-01	GENTLE, DALE 5372 WINSHALL DR	09/16/21 09/16/21	READ METER
READ21-0884 CANCELLED	WI30-005441-0000-02	MAY, GARY 5441 WITNEY CT	09/16/21 09/16/21	READ METER
FLAG21-0222	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	09/19/21	LOWER/RAISE FLAG
21-000029	CO20-007459-0000-02	KENT, LUCILLE 7459 COUNTRY MEADOW DR	09/20/21	WATER LEAK
WBKU21-0058	MI10-007417-0000-02	VAN SLYKE-SMITH, KIMBERLY 7417 MILLER RD	09/20/21	WATER BACK UP-CHE
WOFF21-2386 COMPLETED	WO10-005285-0000-03	BANACKI, PHILLIP 5285 WORCHESTER DR	09/21/21 09/21/21	WATER TURN OFF
MNT21-0372	EL10-004125-0000-01	ELMS PARK 4125 ELMS RD	09/21/21	BUILDING MAINTENA
CKME21-0477	MI10-007084-SUMM-01	KROGER CO OF MI	09/23/21	CHECK METER

Work Order #	Location ID	Customer Name	Date Recd	Type
Work Order Status		Service Address	Date Comp	
COMPLETED		7084 MILLER RD	09/23/21	
CKME21-0478	MO10-004412-0000-03	ZAHRFELD, LOGAN 4412 MORRISH RD	09/24/21	CHECK METER
CKME21-0479	SE20-005183-0000-01	NOWAK, JOAN M 5183 SEYMOUR RD	09/22/21	CHECK METER
COMPLETED			09/22/21	
CKME21-0480	EL10-003391-0000-02	THOMAS, HEATHER 3391 ELMS RD	09/23/21	CHECK METER
COMPLETED			09/23/21	
MNT21-0373	CI10-008095-000B-01	SENIOR CENTER 8095 CIVIC DR 000B	09/23/21	BUILDING MAINTENA
SWBK21-0082	WI10-005108-0000-01	SOCIA, MARK 5108 WINSHALL DR	09/23/21	SEWER BACKUP
SWBK21-0083	WI10-005145-0000-02	RANISZEWSKI, MARK 5145 WINSHALL DR	09/23/21	SEWER BACKUP
SWBK21-0084	DU10-005361-0000-02	BENARD, MELISSA 5361 DURWOOD DR	09/23/21	SEWER BACKUP
MTRP21-0638	DY10-003304-0000-02	MOSBEY, ROGER 3304 DYE RD	09/27/21	METER REPAIR
READ21-0886	SP10-004374-0000-02	SKARVI, CAROL 4374 SPRINGBROOK DR	09/27/21	READ METER
FNRD21-1966	WI10-005182-0000-01	WEBB, TIMOTHY 5182 WINSHALL DR	09/29/21	FINAL READ
COMPLETED			09/30/21	
SI-000053	MI10-007335-0000-06	LYONS, TODD 7335 MILLER RD	09/27/21	SIGNS
21-000030	OA10-005153-0000-03	POWELL, SARAH 5153 OAKVIEW DR	09/27/21	WATER LEAK
COMPLETED			09/27/21	
WTON21-1393	WO10-005285-0000-03	BANACKI, PHILLIP 5285 WORCHESTER DR	09/27/21	WATER TURN ON
COMPLETED			09/27/21	
READ21-0887	EL10-004301-0000-04	O'REILLEY AUTO PARTS 4301 ELMS RD	09/28/21	READ METER
COMPLETED			09/28/21	
FNRD21-1967	CH20-008505-0000-01	JERICHOW, ROBERT 8505 CHESTERFIELD DR	09/29/21	FINAL READ
COMPLETED			09/30/21	
FNRD21-1968	MI10-008067-0000-04	CITY OF SWARTZ CREEK 8067 MILLER RD	09/28/21	FINAL READ
COMPLETED			09/29/21	
HYDR21-0034	RA10-004534-0002-01	BECKER, DR EUGENE 4534 RAUBINGER # 2 RD	09/29/21	HYDRANTS
GWO21-0619	CI10-008083-0000-01	CITY OF SWARTZ CREEK 8083 CIVIC DR	09/30/21	GENERIC WORK ORDE

Total Records: 60

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	101-265.000-941.000		08/30/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	101-794.000-941.000		08/30/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	590-540.000-941.000		08/30/2021	3.00	12.44	37.32
4100000001	Gardner, Rodney E	590-542.000-941.000		08/30/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	226-782.000-941.000		09/01/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	226-783.000-941.000		09/01/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	590-540.000-941.000		09/01/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	202-441.000-941.000-441.000		09/02/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	590-542.000-941.000		09/02/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-782.000-941.000		09/09/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	591-536.000-941.000		09/10/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	226-782.000-941.000		09/11/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-783.000-941.000		09/11/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-782.000-941.000		09/12/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	226-783.000-941.000		09/12/2021	1.00	12.44	12.44
4100000001	Gardner, Rodney E	101-782.000-941.000		09/13/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	101-782.000-941.000		09/14/2021	2.00	12.44	24.88
4100000001	Gardner, Rodney E	202-463.000-941.000		09/17/2021	4.00	12.44	49.76
4100000001	Gardner, Rodney E	591-536.000-941.000		09/17/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-782.000-941.000		09/04/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		09/04/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		09/05/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		09/05/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		09/06/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		09/06/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		09/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		09/07/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/07/2021	6.00	12.44	74.64
4100000004	Wright, David L	101-794.000-941.000		09/08/2021	4.00	12.44	49.76
4100000004	Wright, David L	590-540.000-941.000		09/08/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-783.000-941.000		09/09/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-794.000-941.000		09/09/2021	3.00	12.44	37.32
4100000004	Wright, David L	590-540.000-941.000		09/09/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-794.000-941.000		09/10/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-530.000-941.000		09/10/2021	6.00	12.44	74.64
4100000004	Wright, David L	590-540.000-941.000		09/10/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-530.000-941.000		09/13/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-783.000-941.000		09/13/2021	1.50	12.44	18.66
4100000004	Wright, David L	590-540.000-941.000		09/13/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-530.000-941.000		09/14/2021	4.00	12.44	49.76
4100000004	Wright, David L	226-783.000-941.000		09/14/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/14/2021	2.50	12.44	31.10
4100000004	Wright, David L	203-463.000-941.000		09/15/2021	1.00	12.44	12.44

Equipment Usage Detail Report
 From: 08/28/2021 To: 09/24/2021

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000004	Wright, David L	226-782.000-941.000		09/15/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/15/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-780.500-941.000		09/16/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-783.000-941.000		09/16/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-790.000-941.000		09/16/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/16/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-265.000-941.000		09/17/2021	2.00	12.44	24.88
4100000004	Wright, David L	101-782.000-941.000		09/17/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-790.000-941.000		09/17/2021	1.50	12.44	18.66
4100000004	Wright, David L	202-463.000-941.000		09/17/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		09/17/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/17/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		09/20/2021	1.50	12.44	18.66
4100000004	Wright, David L	202-463.000-941.000		09/21/2021	2.00	12.44	24.88
4100000004	Wright, David L	203-463.000-941.000		09/21/2021	3.00	12.44	37.32
4100000004	Wright, David L	226-782.000-941.000		09/21/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-783.000-941.000		09/21/2021	1.00	12.44	12.44
4100000004	Wright, David L	202-463.000-941.000		09/22/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-783.000-941.000		09/22/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/23/2021	4.00	12.44	49.76
4100000004	Wright, David L	591-537.000-941.000		09/23/2021	4.00	12.44	49.76
4100000004	Wright, David L	101-790.000-941.000		09/24/2021	1.00	12.44	12.44
4100000004	Wright, David L	101-794.000-941.000		09/24/2021	2.00	12.44	24.88
4100000004	Wright, David L	226-528.000-941.000		09/24/2021	1.00	12.44	12.44
4100000004	Wright, David L	226-782.000-941.000		09/24/2021	1.00	12.44	12.44
4100000004	Wright, David L	590-540.000-941.000		09/24/2021	1.00	12.44	12.44
4100000004	Wright, David L	591-537.000-941.000		09/24/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-783.000-941.000		08/30/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-782.000-941.000		08/30/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		08/30/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-794.000-941.000		08/31/2021	3.00	12.44	37.32
4100000005	Sandford, Jay E	202-463.000-941.000		08/31/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	202-463.000-941.000		09/01/2021	8.00	12.44	99.52
4100000005	Sandford, Jay E	101-794.000-941.000		09/02/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-463.000-941.000		09/02/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	226-782.000-941.000		09/02/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/02/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-780.500-941.000		09/03/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-790.000-941.000		09/03/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-794.000-941.000		09/03/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	591-536.000-941.000		09/03/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	101-780.500-941.000		09/07/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	101-794.000-941.000		09/07/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	202-463.000-941.000		09/07/2021	2.00	12.44	24.88

Equipment Usage Detail Report
 From: 08/28/2021 To: 09/24/2021

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4100000005	Sandford, Jay E	226-782.000-941.000		09/08/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/08/2021	3.00	12.44	37.32
4100000005	Sandford, Jay E	101-790.000-941.000		09/09/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-782.000-941.000		09/09/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/09/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-542.000-941.000		09/13/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	590-542.000-941.000		09/14/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	101-782.000-941.000		09/15/2021	3.00	12.44	37.32
4100000005	Sandford, Jay E	226-530.000-941.000		09/15/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		09/15/2021	3.00	12.44	37.32
4100000005	Sandford, Jay E	226-782.000-941.000		09/16/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/16/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	590-542.000-941.000		09/16/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-782.000-941.000		09/17/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/17/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-782.000-941.000		09/18/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/18/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-782.000-941.000		09/19/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-783.000-941.000		09/19/2021	1.00	12.44	12.44
4100000005	Sandford, Jay E	226-530.000-941.000		09/20/2021	5.00	12.44	62.20
4100000005	Sandford, Jay E	203-463.000-941.000		09/21/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	226-530.000-941.000		09/21/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	590-540.000-941.000		09/21/2021	4.00	12.44	49.76
4100000005	Sandford, Jay E	202-463.000-941.000		09/22/2021	2.00	12.44	24.88
4100000005	Sandford, Jay E	203-463.000-941.000		09/22/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-265.000-941.000		09/03/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	101-790.000-941.000		09/03/2021	1.50	12.44	18.66
4400000009	Bosas, Rebecca M	226-782.000-941.000		09/03/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	226-783.000-941.000		09/03/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		09/03/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		09/13/2021	4.00	12.44	49.76
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/13/2021	4.00	12.44	49.76
4400000009	Bosas, Rebecca M	101-783.000-941.000		09/14/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/14/2021	7.00	12.44	87.08
4400000009	Bosas, Rebecca M	226-783.000-941.000		09/15/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/15/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	202-463.000-941.000		09/16/2021	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	590-540.000-941.000		09/16/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/16/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	101-790.000-941.000		09/17/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	202-463.000-941.000		09/17/2021	3.00	12.44	37.32
4400000009	Bosas, Rebecca M	202-463.000-941.000		09/20/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/20/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-540.000-941.000		09/21/2021	1.00	12.44	12.44

Equipment ID	Description	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Employee ID	Name						
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/21/2021	5.00	12.44	62.20
4400000009	Bosas, Rebecca M	101-790.000-941.000		09/22/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-782.000-941.000		09/22/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/22/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	226-782.000-941.000		09/23/2021	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	226-783.000-941.000		09/23/2021	0.50	12.44	6.22
4400000009	Bosas, Rebecca M	590-542.000-941.000		09/23/2021	1.00	12.44	12.44
4400000009	Bosas, Rebecca M	591-537.000-941.000		09/23/2021	2.00	12.44	24.88
4400000009	Bosas, Rebecca M	591-536.000-941.000		09/24/2021	2.00	12.44	24.88
Equipment Totals					277.50		3,452.10
Front Blade	Front Blade/Plow - used on						
Pickup 2WD	6-16 2WD						
Backhoe	Backhoe						
4100000001	Gardner, Rodney E	101-794.000-941.000		09/08/2021	4.00	60.96	243.84
4100000001	Gardner, Rodney E	101-783.000-941.000		09/09/2021	2.00	60.96	121.92
4100000001	Gardner, Rodney E	101-794.000-941.000		09/09/2021	2.00	60.96	121.92
4100000004	Wright, David L	101-782.000-941.000		09/15/2021	1.00	60.96	60.96
4100000004	Wright, David L	101-782.000-941.000		09/16/2021	2.00	60.96	121.92
4100000004	Wright, David L	202-474.000-941.000		09/16/2021	1.00	60.96	60.96
Equipment Totals					12.00		731.52
Breaker	Breaker - used on backhoe						
Bucket Truck	No. 06-99						
Bucket	Bucket - used with Bucket						
Brush Hog	NO. 9-02						
Dump	Dump Truck No. 11, 12-02,						
4100000001	Gardner, Rodney E	226-530.000-941.000		09/10/2021	6.00	53.63	321.78
4100000001	Gardner, Rodney E	226-530.000-941.000		09/13/2021	2.00	53.63	107.26
4100000001	Gardner, Rodney E	226-530.000-941.000		09/14/2021	4.00	53.63	214.52
4100000004	Wright, David L	226-530.000-941.000		09/15/2021	2.00	53.63	107.26
4100000004	Wright, David L	226-530.000-941.000		09/20/2021	6.00	53.63	321.78
Equipment Totals					20.00		1,072.60
UnderbodyScrapr	Underbody Scraper used w/						
Hopper/Salt Box	Hopper/Salt Box use w/ dump						
Sweeper	Sweeper						

Equipment ID Employee ID	Description Name	GL Number	Activity Code	Date	Hours	Rate	Approx Cost
Vacuum Cleaner	Sweeper - used with Street						
Tractor	Tractor						
4100000001	Gardner, Rodney E	202-463.000-941.000		09/02/2021	6.00	48.29	289.74
4100000004	Wright, David L	202-463.000-941.000		09/16/2021	1.00	48.29	48.29
Equipment Totals					7.00		338.03
Woodchipper	Woodchipper						
4100000001	Gardner, Rodney E	226-530.000-941.000		09/10/2021	6.00	30.64	183.84
4100000001	Gardner, Rodney E	226-530.000-941.000		09/13/2021	2.00	30.64	61.28
4100000001	Gardner, Rodney E	226-530.000-941.000		09/14/2021	4.00	30.64	122.56
4100000004	Wright, David L	226-530.000-941.000		09/15/2021	2.00	30.64	61.28
4100000004	Wright, David L	226-530.000-941.000		09/20/2021	6.00	30.64	183.84
Equipment Totals					20.00		612.80
Material Heater	Material Heater						
Kubota	Kubota #5-18						
4100000005	Sandford, Jay E	101-794.000-941.000		08/30/2021	3.00	13.48	40.44
4100000005	Sandford, Jay E	101-794.000-941.000		09/07/2021	2.00	13.48	26.96
4100000005	Sandford, Jay E	101-794.000-941.000		09/20/2021	3.00	13.48	40.44
4400000009	Bosas, Rebecca M	101-794.000-941.000		09/17/2021	2.50	13.48	33.70
Equipment Totals					10.50		141.54
Arrow	Arrow						
Trailer	Trailer						

Grand Totals							
Equipment:				19	347.00		6,348.59
Materials:				0	0.00		0.00
Totals:				19			6,348.59

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
Hours for Week Beginning: 08/22/2021						
08/28/2021	4100000001	Gardner, Rodney E	15X	401	0.00	2.00
		- arts				
08/28/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
		- pickup				
08/28/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
		- pickup				
08/28/2021	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
08/28/2021	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
Total For Employee: 4100000001					2.00	4.00
Hours for Week Beginning: 08/29/2021						
08/29/2021	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
08/29/2021	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
		- pickup				
08/30/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
08/30/2021	4100000001	Gardner, Rodney E	REG	401	3.00	0.00
08/30/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/30/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/31/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/31/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
08/31/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/31/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
08/31/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
09/01/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/01/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/01/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/02/2021	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
09/02/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
09/02/2021	4100000001	Gardner, Rodney E	REG	401	1.00	0.00
09/03/2021	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
Total For Employee: 4100000001					40.00	2.00
08/30/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
08/31/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
09/01/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
09/02/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
09/03/2021	4100000004	Wright, David L	VAC	401	8.00	0.00
09/04/2021	4100000004	Wright, David L	15X	401	0.00	1.00
		- dumped trash and opened bathrooms				
09/04/2021	4100000004	Wright, David L	15X	401	0.00	1.00
		- dumped trash and opened bathrooms				
Total For Employee: 4100000004					40.00	2.00
08/30/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- move picnic tables back to pavilions from art fair.				
08/30/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- water flowers				
08/30/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- open park , clean bathrooms				
08/30/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
08/31/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- water flowers				
08/31/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- City Council Packet				

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
08/31/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- take 12-02 dump to jerrys tire				
09/01/2021	4100000005	Sandford, Jay E	REG	401	8.00	0.00
		- mow city properties				
09/02/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- put out movie signs				
09/02/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- mow city properties				
09/02/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
09/02/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- open park				
09/03/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- get trash from library				
09/03/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- water flowers				
09/03/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- check manholes				
09/03/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- get trash from park				
-----					40.00	0.00
Total For Employee: 4100000005						
08/30/2021	4400000000000013	Bincsik, Robert J	REG	202	8.00	0.00
08/31/2021	4400000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/01/2021	4400000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/02/2021	4400000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/03/2021	4400000000000013	Bincsik, Robert J	REG	202	8.00	0.00
-----					40.00	0.00
Total For Employee: 4400000000000013						
08/30/2021	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
		- Absent - Covid Protocol				
08/31/2021	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
		- Absent - Covid Protocol				
09/01/2021	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
		- Remote - Covid Protocol				
09/02/2021	4400000009	Bosas, Rebecca M	REG	401	8.00	0.00
		- Remote - Covid Protocol				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	1.50	0.00
		- Garbage, clean				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Garbage				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Open park, clean bathrooms				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Open Park, clean bathrooms				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Water leak appointment - work order Don Shenk				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Collect				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Sharp Funeral Home data log - work order				
09/03/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Garbage, clean				
-----					40.00	0.00
Total For Employee: 4400000009						
Hours for Week Beginning: 09/05/2021						
09/06/2021	4100000001	Gardner, Rodney E	HOL	401	8.00	0.00
09/07/2021	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
09/08/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/08/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
09/09/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/09/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/09/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/09/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/10/2021	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
09/10/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/11/2021	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
09/11/2021	4100000001	Gardner, Rodney E	15X	401	0.00	1.00
		- pickup				
-----					-----	-----
Total For Employee: 4100000001					40.00	2.00
09/05/2021	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
09/05/2021	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
09/06/2021	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
09/06/2021	4100000004	Wright, David L	2X	401	0.00	1.00
		- dumped trash and opened bathrooms				
09/06/2021	4100000004	Wright, David L	HOL	401	8.00	0.00
09/07/2021	4100000004	Wright, David L	REG	401	6.00	0.00
		- water stakings and delivered shut off notices				
09/07/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/07/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/08/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- putting up banners				
09/08/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- water stakings and final reads				
09/09/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- replaced basketball rim and backboard				
09/09/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- put up football banners and raised flags				
09/09/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- water stakings fixed yard on morrish road from water service install repaired fire hydrant on st charles p				
09/10/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- put up new flags and lowered them				
09/10/2021	4100000004	Wright, David L	REG	401	6.00	0.00
		- chipped brush				
09/10/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
-----					-----	-----
Total For Employee: 4100000004					40.00	4.00
09/06/2021	4100000005	Sandford, Jay E	HOL	401	8.00	0.00
		- holiday time				
09/07/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- water flowers. pick up movie signs.				
09/07/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- pull signs out of city right of ways.				
09/07/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- check mundy park				
09/07/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- fill city gas cans				
09/08/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- put up football banners				
09/08/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- open park. clean bathrooms. pick up trash laying on ground around park.				
09/08/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
- open parks						
09/09/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
- put up new basketball hoop						
09/09/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
- repair toilet						
09/09/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
- put up football player banners						
09/09/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
- open park						
09/09/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
- open park						
09/09/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
- wash trucks at dpw						
09/10/2021	4100000005	Sandford, Jay E	REG	401	8.00	0.00
- Woodchipping						
----- Total For Employee: 4100000005					40.00	0.00
09/06/2021	440000000000013	Bincsik, Robert J	HOL	202	8.00	0.00
09/07/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/08/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/09/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/10/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
----- Total For Employee: 440000000000013					40.00	0.00
09/06/2021	4400000009	Bosas, Rebecca M	HOL	401	8.00	0.00
- Labor Day						
09/07/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Get things together for Lead and Copper Sampling						
09/07/2021	4400000009	Bosas, Rebecca M	VAC	401	7.00	0.00
- Leave form - kids covid quarantine						
09/08/2021	4400000009	Bosas, Rebecca M	VAC	401	7.00	0.00
- Leave form - kids covid quarantine						
09/08/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
- Come up with cleaning and park maintenance listCommunications						
09/09/2021	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
- Leave form - kids covid quarantine						
09/10/2021	4400000009	Bosas, Rebecca M	VAC	401	8.00	0.00
- Leave form - kids covid quarantine						
----- Total For Employee: 4400000009					40.00	0.00
Hours for Week Beginning: 09/12/2021						
09/12/2021	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
- pickup						
09/12/2021	4100000001	Gardner, Rodney E	2X	401	0.00	1.00
- pickup						
09/13/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/13/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/13/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/14/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/14/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/14/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/15/2021	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
09/16/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/16/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/16/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/17/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/17/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/17/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
----- Total For Employee: 4100000001					40.00	2.00

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
09/13/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- chipped brush				
09/13/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
09/13/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- dumped trash and opened bathrooms				
09/13/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/13/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- working on old dumptruck and old bucket truck				
09/14/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- chipped brush				
09/14/2021	4100000004	Wright, David L	REG	401	2.50	0.00
		- water stakings				
09/14/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/14/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/15/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- removing merry go round from tot lot and replacing bearings				
09/15/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- trimmed tree on cappy lane				
09/15/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- chipped brush				
09/15/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
09/15/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/16/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- installed merry go round				
09/16/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- adjusted tennis nets				
09/16/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and stocked cabinet with toilet paper and paper towels				
09/16/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- mowed lots				
09/16/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- put up new sign post and no parking sign on miller road				
09/16/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
09/16/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash				
09/17/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- dumped trash and vacumed carpets				
09/17/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- trimmed trees on seymour road by the guardrail				
09/17/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
09/17/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/17/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/17/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- dumped trash and vacumed carpets				
09/17/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- changed blades in chipper				
-----					40.00	0.00
Total For Employee: 4100000004						

09/13/2021 4100000005 Sandford, Jay E
 - City Council Packet

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
09/13/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- Water work orders				
09/14/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- Woodchipping				
09/14/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- Hand out non payment notices				
09/14/2021	4100000005	Sandford, Jay E	PERS	401	1.00	0.00
		- Personal time				
09/15/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- Take out merry-go-round and repair				
09/15/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- Woodchipping				
09/15/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- Water work orders				
09/16/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- Mow city properties				
09/16/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- Water work orders				
09/16/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- Open park				
09/16/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- Open park				
09/17/2021	4100000005	Sandford, Jay E	REG	401	5.00	0.00
		- Mow city properties				
09/17/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- Open park				
09/17/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- Open park				
09/18/2021	4100000005	Sandford, Jay E	15X	401	0.00	1.00
		- open park				
09/18/2021	4100000005	Sandford, Jay E	15X	401	0.00	1.00
		- open park				
-----					-----	-----
Total For Employee: 4100000005					40.00	2.00
09/13/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/14/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/15/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/16/2021	440000000000013	Bincsik, Robert J	HOL	202	8.00	0.00
		- moved to vacation 10-1-21 sa				
09/17/2021	440000000000013	Bincsik, Robert J	HOL	202	8.00	0.00
		- moved to vacation 10-1-21 sa				
-----					-----	-----
Total For Employee: 440000000000013					40.00	0.00
09/13/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- EGLE bacti sampling Cloudy water work order				
09/13/2021	4400000009	Bosas, Rebecca M	REG	401	4.00	0.00
		- Meter reads - drive route				
09/14/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Bee work order				
09/14/2021	4400000009	Bosas, Rebecca M	REG	401	7.00	0.00
		- Meter reads - invalid/no readsRepairsEtc				
09/15/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
09/15/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Garbage/open park				
09/15/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Final reads, appointments, meter ID checks, etc				
09/15/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Merry - go - round repair				
09/16/2021	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
		- Work order - Cornerstone Baptist road work/ROW				

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
09/16/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Water Samples				
09/16/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Reads				
09/17/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Garbage from senior center and clean bathrooms, vacuum rugs, etc at library				
09/17/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Mowing ROWs				
09/17/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
		- Change chipper blades				
09/17/2021	4400000009	Bosas, Rebecca M	REG	401	2.50	0.00
		- Water flowers				
-----					40.00	0.00
Total For Employee: 4400000009						
Hours for Week Beginning: 09/19/2021						
09/20/2021	4100000001	Gardner, Rodney E	REG	401	6.00	0.00
09/20/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/21/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/21/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/22/2021	4100000001	Gardner, Rodney E	VAC	401	8.00	0.00
09/23/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/23/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
09/24/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/24/2021	4100000001	Gardner, Rodney E	REG	401	2.00	0.00
09/24/2021	4100000001	Gardner, Rodney E	REG	401	4.00	0.00
-----					40.00	0.00
Total For Employee: 4100000001						
09/20/2021	4100000004	Wright, David L	REG	401	6.00	0.00
		- chipped brush				
09/20/2021	4100000004	Wright, David L	REG	401	1.50	0.00
		- dumped traqsh and opened bathrooms				
09/20/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/21/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/21/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- cleaned catch basins				
09/21/2021	4100000004	Wright, David L	REG	401	3.00	0.00
		- cleaned catch basins				
09/21/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/21/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/21/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/22/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- checked catch basins				
09/22/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/22/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/22/2021	4100000004	Wright, David L	REG	401	0.50	0.00
		- dumped trash				
09/22/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- removing generator out of red pole barn so the barn could be moved and repairing tire and battery cable ar				
09/23/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- water stakings				
09/23/2021	4100000004	Wright, David L	REG	401	4.00	0.00
		- high water at cappy lane lift station and running pumps on manual to bring down water				
09/24/2021	4100000004	Wright, David L	REG	401	1.00	0.00

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- dumped trash and vacumed				
09/24/2021	4100000004	Wright, David L	REG	401	2.00	0.00
		- set out barricades for parade				
09/24/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash in downtown area				
09/24/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- water stakings				
09/24/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- checked pumps in lift staion at cappy lane				
09/24/2021	4100000004	Wright, David L	REG	401	1.00	0.00
		- dumped trash and opened bathrooms				
09/24/2021	4100000004	Wright, David L	VAC	401	1.00	0.00
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Total For Employee: 4100000004					40.00	0.00
09/19/2021	4100000005	Sandford, Jay E	2X	401	0.00	1.00
		- open park				
09/19/2021	4100000005	Sandford, Jay E	2X	401	0.00	1.00
		- open park				
09/20/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- water flowers				
09/20/2021	4100000005	Sandford, Jay E	REG	401	5.00	0.00
		- woodchipping				
09/21/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean catch basins				
09/21/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- woodchipping				
09/21/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- hand out no usage tags				
09/22/2021	4100000005	Sandford, Jay E	REG	401	2.00	0.00
		- clean off catch basins				
09/22/2021	4100000005	Sandford, Jay E	REG	401	4.00	0.00
		- clean off catch basins. get generator out of red shed on fortino dr				
09/22/2021	4100000005	Sandford, Jay E	PERS	401	2.00	0.00
		- personal				
09/23/2021	4100000005	Sandford, Jay E	PERS	401	8.00	0.00
		- personal				
09/24/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- clean library				
09/24/2021	4100000005	Sandford, Jay E	REG	401	3.00	0.00
		- set up for parade				
09/24/2021	4100000005	Sandford, Jay E	PERS	401	1.00	0.00
		- personal				
09/24/2021	4100000005	Sandford, Jay E	REG	401	1.00	0.00
		- clean dpw				
-----					-----	-----
Total For Employee: 4100000005					40.00	2.00
09/20/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/21/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/22/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/23/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
09/24/2021	440000000000013	Bincsik, Robert J	REG	202	8.00	0.00
-----					-----	-----
Total For Employee: 440000000000013					40.00	0.00
09/20/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Dead animal pick up				
09/20/2021	4400000009	Bosas, Rebecca M	REG	401	6.00	0.00
09/20/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Water appointment				
09/21/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
09/21/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00

From: 08/28/2021 To: 09/24/2021

Grouped By: Employee ID

Date	Employee ID	Employee Name	Pay Code ID	Department	Reg Hours	OT Hours
		- Water service leak work order - Miller				
09/21/2021	4400000009	Bosas, Rebecca M	REG	401	5.00	0.00
		- Water turn offNo usage list				
09/22/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Clean library/breezeway				
09/22/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Open parks Clean toilets as well				
09/22/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Appointments/work orders				
09/22/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Move generator from red barn on Paul Fortino to city garage, assist Dave with battery replacement				
09/23/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
09/23/2021	4400000009	Bosas, Rebecca M	REG	401	0.50	0.00
09/23/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Lift station checkSewer backups				
09/23/2021	4400000009	Bosas, Rebecca M	REG	401	1.00	0.00
		- Water meter appointment				
09/23/2021	4400000009	Bosas, Rebecca M	VAC	401	4.00	0.00
		- Leave form				
09/24/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
09/24/2021	4400000009	Bosas, Rebecca M	REG	401	2.00	0.00
		- Check manholes				
09/24/2021	4400000009	Bosas, Rebecca M	REG	401	3.00	0.00
		- Barricades for Hoco Parade				
-----					-----	-----
Total For Employee: 4400000009					40.00	0.00
Grand Total:					802.00	20.00

September 2021	MILES DRIVEN		GALLONS GAS PURCHASED		GALLONS DIESEL PURCHASED
#6-16 2WD gas					
#1-20 4WD diesel					
#7-15 4WD gas	445.0		44.5		
#3-08 P/U 4WD gas	547.0		66.5		
#10-18 P/U diesel	210.0				48.6
#2-08 P/U 4WD gas	295.0		38.5		
#6-00 BACKHOE diesel					
#11 DUMP gas					
#12-02 DUMP diesel					
#12-04 DUMP diesel					
#12-99 GENERATOR gas					
#17 CASE BACKHOE diesel					
#19 JD TRACTOR diesel					
#06-99 BUCKET TRUCK gas					
#21 WOOD CHIPPER diesel					23.0
#807 STREET SWEEPER diesel					
#42 ASPHALT HEATER diesel					
#37 TRAIL ARROW					
#10-15 GEN gas					
#5-18 KUBOTA (Hours)			2.9		
gas can			15.0		
TOTAL	1497.0		167.4		71.6

**SWARTZ CREE AREA FIRE DEPT: 2022
BUDGET-DRAFT**

ACCT #		19 BUDGET	19 ACTUAL	20 BUDGET	20 ACTUAL	21 BUDGET	22 BUDGET	DEFINITION
	REVENUES:							
3528	Other Federal Grants			\$26,000.00	\$26,000.00			
3582	Contributions-Operating	\$310,973.17	\$366,098.92	\$311,557.51	\$308,501.34	\$310,829.50	\$326,329.00	Estimated Operating Contributions
3583	Contributions-Equipment	\$0.00	\$0.00	\$0.00				Estimated Equipment Contributions-combined with 3582 for 2013
3628	Misc. Income (Sundry)	\$0.00	\$33,997.67	\$0.00	(\$1,526.51)	\$0.00	\$0.00	Miscellaneous Income
3630	Grant Income	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	Grant Income
3664	Interest Income	\$0.00	\$0.00	\$0.00		\$0.00		Interest from Deposits
3673	Sale of Fixed Assests	\$0.00	\$0.00	\$0.00				Sale of Miscellaneous Used Items
	TOTAL REVENUES	\$310,973.17	\$400,096.59	\$337,557.51	\$332,974.83	\$310,829.50	\$326,329.00	
	EXPENSES							
4703	Social Security	12,251.17	11,458.61	13,442.61	12,665.99	12,107.50	12,337.00	Social Security - .0145%, FICA - .062%
4704.1	Salaries - Chief	31,500.00	31,500.00	33,000.00	32,011.00	31,500.00	33,000.00	Chief
4704.2	Salaries - Staff	10,000.00	4,529.00	9,930.00	4,025.00	10,000.00	10,000.00	Accounting Specialist & Clerical
4705	Salaries - Maintenance	20,300.00	10,944.00	22,122.19	21,421.93	20,300.00	21,800.00	Maint., Qtr. Master, Train. Officer, FF Labor, Pump Testing
4706	Salaries - Officers	18,468.00	13,758.00	14,732.97	13,167.00	18,468.00	18,468.00	1 Asst. Chief, 1 Batt. Chief, 2 Capt., 4 Lieut.2 Sgt.
4707	Salaries - Firefighters	78,000.00	89,054.65	98,000.00	94,943.82	78,000.00	78,000.00	Est. Fire Run/Training Payment for Firefighters
4708	Deferred/Direct Response Comp.	2,556.00	1,676.75	2,683.24	2,434.50	2,556.00	2,556.00	Deferred Comp. Employer Paid
4709	Medical - Firefighters	7,408.00	2,868.50	8,265.00	7,161.00	7,408.00	8,408.00	Physicals, Hept. - B Shots
4710	Unemployment Payments	750.00	53.28	776.00	775.28	750.00	800.00	Unemployment Payments
4715	Unforseen Fees			1,648.83	6,611.39			
4727	Office Supplies	1,850.00	1,219.60	1,850.00	736.31	1,850.00	1,850.00	Clerical Supplies,Postage,Shipping
4728	Building Supplies/Maint	1,600.00	1,261.32	1,350.00	615.44	1,600.00	2,120.00	Utility Paper, Cleaning Supplies, Light Bulbs, Keys
4741	Equip/Oper. supplies	7,100.00	5,868.53	6,564.00	5,184.96	7,100.00	7,100.00	Small tool, Batteries, Fuel, Filters etc...
4801	Contract Services	7,800.00	6,925.70	9,700.00	6,650.20	7,800.00	10,200.00	Audit,Legal,Cleaning,Advertising,Copier Maint. Agree.,Photos
4850	Communications	5,520.00	6,250.55	5,800.00	4,869.98	5,520.00	5,520.00	Telephone/Internet Service
4910	Insurance	21,375.00	20,345.97	19,609.66	17,796.50	21,375.00	24,900.00	Fleet, Liability, Workers' Comp.
4920	Utilities	19,500.00	19,685.91	19,051.17	15,530.00	19,500.00	19,500.00	Gas/Electric, Water/Sewer
4960	Education & Training	9,455.00	4,398.94	8,445.67	6,050.03	9,455.00	11,650.00	Dues, Classes/Materials, Prevention Materials,Subscriptions
4970	Office Equipment	750.00	-	750.00	-	750.00	750.00	Office Equipment
4976	Fire Equipment	26,720.00	83,062.97	33,036.84	32,190.84	26,720.00	26,300.00	Gear,Suppression Equip.Pagers,Radios
4978	Fire Equip-Maint./Repair/Upgrades	24,230.00	30,440.07	22,330.00	14,663.23	24,230.00	27,230.00	Maint. Agree., Repair & Upgrades of Fire Equipment
4984	Computer Hardware/Repair	1,800.00	390.02	1,800.00	253.50	1,800.00	1,800.00	Computer Hardware & Hardware Repair
4988	Computer Software/Upgrade	2,040.00	1,711.00	2,669.33	2,510.33	2,040.00	2,040.00	Computer Software, Software Upgrades, Train. Matls.
	Sub-total Expenses	310,973.17	347,403.37	337,557.51	302,268.23	310,829.50	326,329.00	
4981	Apparatus	\$382,374.96	\$382,374.96				\$120,000.00	2- 1 Ton Pickup Trucks (Grass Fire/Transport Units)
	Total Expenses	693,348.13	729,778.33	337,557.51	302,268.23	310,829.50	446,329.00	
	Net Income (Loss)	\$0.00	\$52,693.22	\$0.00	\$30,706.60	\$0.00	\$0.00	
	Fund balance beginning of the year	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Fund balance end of the year	\$0.00	\$52,693.22	\$0.00	\$30,706.60	\$0.00	\$0.00	

2022 BUDGET-DRAFT

2022 BUDGET BREAKDOWN :

Account				2021	2022	Change
4703 Social Security				12,107.50	12,337.00	229.50
	2019 Actual	11,458.61				
	2020 Actual	12,665.99				
Chief Salary				\$31,500.00	\$33,000.00	\$1,500.00
Acct & Clerical Wage				\$10,000.00	\$10,000.00	\$0.00
Officers				\$18,468.00	\$18,468.00	\$0.00
Main/Train				\$20,300.00	\$21,800.00	\$1,500.00
Firefighters				\$78,000.00	\$78,000.00	\$0.00
	TOTA	\$161,268.00	0.0765	\$12,107.50	\$12,337.00	\$229.50
4704.1 Chief Salary				\$31,500.00	\$33,000.00	\$1,500.00
	2019 Actual	\$31,500.00				
	2020 Actual	\$32,011.00				
Chief's Salary				\$31,500.00	\$33,000.00	\$1,500.00
4704.2 Accounting Specialist & Clerical Wages				\$10,000.00	\$10,000.00	\$0.00
	2019 Actual	4,529.00				
	2020 Actual	4,025.00				
Accting Specialist Wage (\$19.23 hr, avg 10 hrs a week)				\$10,000.00	\$10,000.00	\$0.00
	TOTAL			\$10,000.00	\$10,000.00	\$0.00
4705 Maint. & Train. Wages				\$20,300.00	\$21,800.00	\$1,500.00
	2019 Actual	\$10,944.00				
	2020 Actual	\$21,421.93				
Truck Maintenance Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
Quarter Master Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
Training Duties	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
Assit Quarter Master Duties	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
IT Specialist	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
Fire Prevention Duties	\$100/mth			\$1,200.00	\$1,200.00	\$0.00
Firefighter Labor:						
Hall/Apparatus Duties	Normal Firefighter hourly rate			\$6,500.00	\$7,500.00	\$1,000.00
Flow Testing/SCBA Tech Maint	Normal Firefighter hourly rate			\$1,000.00	\$1,500.00	\$500.00
Mechanic Maintenance Duties	Normal Firefighter hourly rate			\$2,000.00	\$2,000.00	\$0.00
	TOTAL			\$20,300.00	\$21,800.00	\$1,500.00
4706 Officer Salary				\$18,468.00	\$18,468.00	\$0.00
	2019 Actual	13,758.00				
	2020 Actual	13,167.00				
Asst. Chief (1)	250/mth			\$3,000.00	\$3,000.00	\$0.00
Batt. Chief (1)	187/mth			\$2,244.00	\$2,244.00	\$0.00
Captain (2)	334/mth			\$4,008.00	\$4,008.00	\$0.00
Lieutenant (4)	568/mth			\$6,816.00	\$6,816.00	\$0.00
Sergeant (2)	\$200/mth			\$2,400.00	\$2,400.00	\$0.00
	TOTAL			\$18,468.00	\$18,468.00	\$0.00

2022 BUDGET-DRAFT

4707 Firefighter Wages			\$78,000.00	\$78,000.00	\$0.00
	2019 Actual	89,054.65			
	2020 Actual	94,943.82	* \$26,000 Grant		
FIREFIGHTER (2021 Raise)					
	Probation I		\$12.23	\$12.23	\$0.00
	Probation II		\$13.02	\$13.02	\$0.00
	FFI		\$13.73	\$13.73	\$0.00
	FFII		\$14.95	\$14.95	\$0.00
	Officer I		\$16.09	\$16.09	\$0.00
	Officer II		\$17.00	\$17.00	\$0.00
	Officer III		\$17.46	\$17.46	\$0.00
	Tenure	+ .30 for 3yrs; 5yrs & 5 year increments			
	Pump Operator		\$0.27	\$0.27	\$0.00
4708 Deferred Compensation			\$2,556.00	\$2,556.00	\$0.00
	2019 Actual	1,676.75			
	2020 Actual	2,434.50			
	Firefighters: flat rate, \$52 per yr X18 FF		\$936.00	\$936.00	\$0.00
	Firefighters: \$1.50 per run x 18 FF X 60 runs (includes alarms & training)		\$1,620.00	\$1,620.00	\$0.00
	TOTAL		<u>\$2,556.00</u>	<u>\$2,556.00</u>	\$0.00
4709 Medical Expense			\$7,408.00	\$8,408.00	\$1,000.00
	2019 Actual	2,868.50			
	2020 Actual	7,161.00			
	Physical 27 FF		\$7,000.00	\$8,000.00	\$1,000.00
	Hept B injections 3 shots @ \$68(x2)		\$408.00	\$408.00	\$0.00
	TOTAL		<u>\$7,408.00</u>	<u>\$8,408.00</u>	\$1,000.00
4710 Unemployment Payments			\$750.00	\$800.00	\$50.00
	2019 Actual	53.28			
	2020 Actual	775.28			
	Unemployment Payments		\$750.00	\$800.00	\$50.00
	TOTAL		<u>\$750.00</u>	<u>\$800.00</u>	\$50.00
					\$0.00

2022 BUDGET-DRAFT

4727 Office Supplies			\$1,850.00	\$1,850.00	\$0.00
	2019 Actual	1,219.60			
	2020 Actual	736.31			
					\$0.00
	Supplies (forms, envelopes, pens, etc...)		\$500.00	\$500.00	\$0.00
	Postage (stamps, special mailings)		\$300.00	\$300.00	\$0.00
	Shipping		\$1,000.00	\$1,000.00	\$0.00
	Sam's Club Membership		\$50.00	\$50.00	\$0.00
	TOTAL		<u>\$1,850.00</u>	<u>\$1,850.00</u>	\$0.00
					\$0.00
4728 Building Supplies			\$1,600.00	\$2,120.00	\$520.00
	2019 Actual	1,261.32			
	2020 Actual	615.44			
					\$0.00
	Paper Products		\$400.00	\$600.00	\$200.00
	Cleaning Products		\$230.00	\$500.00	\$270.00
	Light Bulbs		\$40.00	\$40.00	\$0.00
	Repairs/Updates		\$230.00	\$230.00	\$0.00
	Rehab Supplies		\$350.00	\$350.00	\$0.00
	First Aid Kit (restock)		\$350.00	\$400.00	\$50.00
	TOTAL		<u>\$1,600.00</u>	<u>\$2,120.00</u>	\$520.00
					\$0.00
4741 Equipment Supplies			\$7,100.00	\$7,100.00	\$0.00
	2019 Actual	5,868.53			
	2020 Actual	5,184.96			
					\$0.00
	Fuel		\$4,200.00	\$4,200.00	\$0.00
	Filters		\$300.00	\$300.00	\$0.00
	Oil		\$250.00	\$250.00	\$0.00
	Small Tools		\$350.00	\$350.00	\$0.00
	Misc. Supplies		\$2,000.00	\$2,000.00	\$0.00
	TOTAL		<u>\$7,100.00</u>	<u>\$7,100.00</u>	\$0.00
					\$0.00
4801 Contract Services			\$7,800.00	\$10,200.00	\$2,400.00
	2019 Actual	6,925.70			
	2020 Actual	6,650.20			
					\$0.00
	Emergency Excavating/Towing		\$600.00	\$600.00	\$0.00
	Auditing Service		\$4,600.00	\$4,700.00	\$100.00
	Maintenance Agreement-Copier		\$600.00	\$700.00	\$100.00
	Legal Service		\$2,000.00	\$2,000.00	\$0.00
	Kelyess Entry		\$0.00	\$2,200.00	\$2,200.00
	TOTAL		<u>\$7,800.00</u>	<u>\$10,200.00</u>	\$2,400.00
					\$0.00

2022 BUDGET-DRAFT

4850 Communications			\$5,520.00	\$5,520.00	\$0.00
	2019 Actual	6,250.55			
	2020 Actual	4,869.98			
					\$0.00
	Web Site Domain Name (renew in 2020 GoDaddy)		\$0.00	\$0.00	\$0.00
	Web Site Domain Hosting (1and1 renew 2020)		\$0.00	\$0.00	\$0.00
	IAR (I Am Responding) Smart Phone Program		\$620.00	\$620.00	\$0.00
	Phone Equipment		\$600.00	\$600.00	\$0.00
	Phones/Internet Access		\$4,300.00	\$4,300.00	\$0.00
	TOTAL		<u>\$5,520.00</u>	<u>\$5,520.00</u>	\$0.00
					\$0.00
4910 Insurance			\$21,375.00	\$24,900.00	\$3,525.00
	2019 Actual	20,345.97			
	2020 Actual	17,796.50			
					\$0.00
	Michigan Par Plan		\$16,000.00	\$19,500.00	\$3,500.00
	Worker's Compensation		\$5,200.00	\$5,200.00	\$0.00
	MML Membership		\$175.00	\$200.00	\$25.00
	TOTAL		<u>\$21,375.00</u>	<u>\$24,900.00</u>	\$3,525.00
					\$0.00
4920 Utilities			\$19,500.00	\$19,500.00	\$0.00
	2019 Actual	19,685.91			
	2020 Actual	17,796.50			
					\$0.00
	Water/Sewer		\$3,000.00	\$3,000.00	\$0.00
	Gas/Electric		\$16,500.00	\$16,500.00	\$0.00
	TOTAL		<u>\$19,500.00</u>	<u>\$19,500.00</u>	\$0.00
					\$0.00
4960 Education & Training			\$9,455.00	\$11,650.00	\$2,195.00
	2019 Actual	4,398.94			
	2020 Actual	6,050.03			
					\$0.00
	FIREFIGHTER TRAINING				\$0.00
	Misc. FF Classes		\$2,000.00	\$2,000.00	\$0.00
	ADVANCED TRAINING				\$0.00
	Officer Classes/National		\$3,000.00	\$5,000.00	\$2,000.00
	CERTIFICATIONS				\$0.00
	CPR		\$300.00	\$300.00	\$0.00
	MEMBERSHIPS				\$0.00
	Michigan Fire Chiefs		\$245.00	\$245.00	\$0.00
	Genesee Co. Fire Chiefs \$63 ea x 3 + \$312 dept		\$305.00	\$500.00	\$195.00
	Shiawassee Co. Firefighters		\$75.00	\$75.00	\$0.00
	Mi State Fireman's Assoc \$30 ea x35 + \$75 dept		\$1,125.00	\$1,125.00	\$0.00
	Mi Fire Inspectors Accociation		\$85.00	\$85.00	\$0.00
	Hundred Club		\$150.00	\$150.00	\$0.00
	Mi Fire Instructors Association (2)		\$170.00	\$170.00	\$0.00
	TRAINING SUPPLIES		\$500.00	\$500.00	\$0.00
	FIRE PREVENTION				\$0.00
	Misc. Materials/handouts/audio visual aides		\$500.00	\$500.00	\$0.00
	Fire Safety Trailer		\$1,000.00	\$1,000.00	\$0.00
	TOTAL		<u>\$9,455.00</u>	<u>\$11,650.00</u>	\$2,195.00

2022 BUDGET-DRAFT

4970 Office Equipment			\$750.00	\$750.00	\$0.00
	2019 Actual	-			\$0.00
	2020 Actual	-			\$0.00
Upgrades/Repairs			\$750.00	\$750.00	\$0.00
	TOTAL		\$750.00	\$750.00	\$0.00
4976 Fire Equipment			\$26,720.00	\$26,300.00	-\$420.00
	2019 Actual	83,062.97			
	2020 Actual	32,190.84			
Turn Out Gear (2)			\$11,500.00	\$5,200.00	-\$6,300.00
Misc Equipment			\$4,500.00	\$4,500.00	\$0.00
Uniforms			\$2,000.00	\$2,000.00	\$0.00
10 yr Anniversary Helmet (2)			\$0.00	\$800.00	\$800.00
Foam			\$6,000.00	\$0.00	-\$6,000.00
Replacement Helmets (2)			\$2,000.00	\$600.00	-\$1,400.00
Leather Fire Boots (5)			\$720.00	\$2,000.00	\$1,280.00
Ruggad Tablet (water/shock proof)			\$0.00	\$5,000.00	\$5,000.00
Vestank (2) Grass Fires			\$0.00	\$1,000.00	\$1,000.00
Nozzel Upgrade			\$0.00	\$5,200.00	\$5,200.00
	TOTAL		\$26,720.00	\$26,300.00	-\$420.00
4978 Fire Equipment-Maint/Repair			\$24,230.00	\$27,230.00	\$3,000.00
	2019 Actual	30,440.07			
	2020 Actual	14,663.23			
Truck Repair			\$9,000.00	\$10,000.00	\$1,000.00
Jaws Pump Maint - Bi-Annually 2021			\$1,500.00	\$1,500.00	\$0.00
Turn-Out Gear Repair/Cleaning			\$500.00	\$1,500.00	\$1,000.00
Ladder Certification			\$750.00	\$750.00	\$0.00
Annual Pump Test/Maint			\$4,500.00	\$4,500.00	\$0.00
Pager/Radio Repair/Upgrade			\$1,000.00	\$1,000.00	\$0.00
SCBA Repair			\$1,500.00	\$1,500.00	\$0.00
Fire Extinguishers Maint			\$550.00	\$550.00	\$0.00
Misc. Equipment Repair			\$1,500.00	\$1,500.00	\$0.00
Posi Check Calibration		**potential split 50/50 with GTFD	\$750.00	\$750.00	\$0.00
OHD Facemask Fit Equipment		**potential split 50/50 with GTFD	\$820.00	\$820.00	\$0.00
Air Compressor M/A (2)			\$1,860.00	\$1,860.00	\$0.00
Replacement Truck Air Compressor (1)			\$0.00	\$1,000.00	\$1,000.00
			\$24,230.00	\$27,230.00	\$3,000.00
4981 Apparatus			\$0.00	\$120,000.00	\$120,000.00
	2019 Actual	\$382,374.96			
	2020 Actual	\$0.00			
	TOTAL		\$0.00	\$120,000.00	\$120,000.00
4984 Computer Hardware/Repairs			\$1,800.00	\$1,800.00	\$0.00
	2019 Actual	390.02			
	2020 Actual	253.50			
Computer/Monitor Upgrades			\$1,500.00	\$1,500.00	\$0.00
Repairs			\$300.00	\$300.00	\$0.00
	TOTAL		\$1,800.00	\$1,800.00	\$0.00
4988 Computer Software/Upgrades			\$2,040.00	\$2,040.00	\$0.00
	2019 Actual	1,711.00			
	2020 Actual	2,510.33			
Quickbooks			\$2,040.00	\$2,040.00	\$0.00
Misc Program Support (Zoom, Windows)			\$1,000.00	\$2,000.00	\$1,000.00
	TOTAL		\$2,040.00	\$2,040.00	\$0.00



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

September 15, 2021

Mr. Robert Bincsik
Director of Public and Community Services
City of Swartz Creek
8083 Civic Drive
Swartz Creek, MI 48473

Re: Proposal for the City of Swartz Creek Fats, Oils, and Grease (FOG) Program Services

Dear Mr. Bincsik:

DLZ Michigan, Inc. (DLZ) is pleased to submit this proposal to the City of Swartz Creek (CITY) for professional Fats, Oils, and Grease (FOG) program development and implementation services.

BACKGROUND

The City of Swartz Creek has expressed interest in developing a FOG inspection program at all their commercial kitchen properties for the purpose of minimizing FOG into the CITY'S sanitary sewer system, thus reducing City Operation and Maintenance costs and sanitary sewer overflows.

SCOPE OF SERVICES

Task 1 – Ordinance Review & As-Needed Updates

DLZ proposes to review the existing Utilities Ordinance and other pertinent ordinances to ensure authorization and enforcement of a FOG inspection program. Recommendations for ordinance revisions will be made, as necessary. DLZ will coordinate with the City Attorney, City staff and City Council to address any ordinance questions or concerns.

Task 2 – GIS & BS&A Integration

DLZ proposes to gather all commercial kitchen property information (with the help of CITY staff) and integrate that information into the CITY'S GIS and BS&A for easy access and retrieval. DLZ plans to utilize BS&A to develop work orders for each property inspection.

Task 3 – FOG Education Document Development

DLZ proposes to coordinate with the CITY to develop FOG brochures for commercial and residential use, integrating FOG information on the CITY'S website, and fact sheets that can be placed inside the kitchens for staff use. DLZ also proposes to assist the CITY with initial contact of the property owners and managers, to alert them of the impending inspections.

Task 4 – FOG Inspections

DLZ proposes to assist the CITY with the initial rounds of inspections to familiarize them with the inspection and enforcement process.

RESPONSIBILITIES OF THE CITY

- The CITY will assign a primary contact for the duration of the project.
- The CITY will review all draft documents provided by DLZ in a timely manner.
- The CITY will assign a staff member to assist DLZ with preliminary FOG inspections.



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

City of Swartz Creek
FOG Program Services
September 15, 2021
Page 2 of 2

SCHEDULE

DLZ anticipates beginning on the ordinance review and revisions immediately, with public education initiatives and inspections to begin by January 2022, assuming ordinance revisions will be needed, that will require City Attorney and City Council approvals.

TERMS AND CONDITIONS

The Standard Terms and Conditions, as set forth as attached Exhibit A, are incorporated here into and made a part of this Proposal. The Client referred to in the Standard Terms and Conditions means the City of Swartz Creek.

SERVICES FEE

For services described in the **SCOPE OF SERVICES**, DLZ proposes to charge, and the CITY agrees to pay a Not to Exceed amount of **\$14,244.00**. An estimated breakdown by task is provided below. Charges will be based on the attached Exhibit B Rate Schedule.

- Task 1 Ordinance Review & As-Needed Updates **\$3,590.00**
- Task 2 GIS & BS&A Integration **\$3,900.00**
- Task 3 FOG Education Document Development **\$1,854.00**
- Task 4 FOG Inspections **\$4,900.00**

DLZ and its employees comply with all coronavirus protocols and guidelines, including all updates and revisions thereto, issued by the States in which DLZ provides services and the U.S. Centers for Disease Control and Prevention (CDC). DLZ time and expense for additional safety protocols or training required by the City of Swartz Creek or its representatives are not included in this proposal and will be invoiced at DLZ’s standard rates.

Neither Party will be responsible or liable for delays caused by persons, events, or circumstances for which the Party, its employees, subcontractors, and subconsultants are not responsible including, but not limited to, Acts of God including delays attributable to the coronavirus pandemic.

If you approve and accept this Proposal, please sign, date, and return one copy of this Proposal for our records. Should you prefer to issue a Purchase Order as your official acceptance, we request that you reference this Proposal in your paperwork.

DLZ appreciates the opportunity to submit this Proposal for professional services. This offer will remain open for acceptance for 60 days. If for any reason you should have questions, please do not hesitate to call Laura Gruzowski at (248) 836-4053.

Respectively,
DLZ MICHIGAN, INC.

Terry Biederman, P.E.
Vice President

Attachments:
Exhibit A: Standard Terms and Conditions
Exhibit B: Rate Schedule

Approved and Accepted	
Signature	_____
Printed Name	_____
Title	_____
Date	_____

EXHIBIT A
DLZ'S STANDARD TERMS AND CONDITIONS

1. INVOICES AND PAYMENT: Unless the parties have agreed otherwise, DLZ will submit monthly invoices to CLIENT for services performed in the prior month. Except to the extent CLIENT disputes in good faith all or a portion of a DLZ invoice, CLIENT will pay DLZ the invoiced amount within thirty (30) days from the date of the invoice; and, in default of such payment, agrees to pay all cost of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. Invoiced amounts not in dispute will accrue interest at eight percent (8%) per annum after they have been outstanding for over thirty (30) days. If an invoiced amount not in dispute remains unpaid sixty (60) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, suspend all project services until all unpaid invoiced amounts not in dispute are paid in full. If an invoice remains unpaid ninety (90) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, declare CLIENT to be in breach of this agreement.

2. CONSTRUCTION SERVICES: If DLZ's scope of services includes providing professional services during the project's construction phase, DLZ will not have control over or be responsible for contractor means, methods, techniques, sequences, procedures, or schedule, or the contractor's failure to comply with the construction contract documents or applicable laws, ordinances, rules or regulations. If DLZ provides construction inspection or observation services, DLZ will report to CLIENT all contractor deviations from the construction contract documents that come to DLZ's attention. However, such services are solely intended to enable DLZ to maintain familiarity with, and keep CLIENT informed of, the general progress and quality of the contractor's work, and not to require DLZ to perform exhaustive inspections of contractor work for its compliance with the construction contract documents, which shall remain solely contractor's responsibility.

3. CHANGES IN REQUIREMENTS: In the event additional services are required due to a change, after the date of this agreement, in CLIENT's requirements, or in the applicable law, standards, or governmental requirements or policies, DLZ will be entitled to additional compensation for such additional services.

4. SURVEY STAKING: If DLZ's scope of services includes survey layout, DLZ will not be responsible for subsequent disturbances of its layout except to the extent caused by DLZ or persons for whom it is responsible.

5. MISCELLANEOUS EXPENSES: Except to the extent otherwise provided in this agreement, CLIENT is responsible for all third-party fees and charges including, without limitation, fees and charges for inspections, zoning or annexation applications, assessments, soils engineering, soils testing, aerial topography, permits, rights-of-entry, bond premiums, title company charges, blueprint and reproduction costs, and all other third-party fees and charges.

6. CHANGE OF SCOPE: DLZ's scope of services in this agreement is based on facts known at the time of execution of this agreement, including, if applicable, information supplied by CLIENT. DLZ will promptly notify CLIENT in writing of any perceived changes to its scope of services required by new information or by persons or circumstances beyond DLZ's control, and the parties shall negotiate modifications to this agreement before DLZ begins performance of the revised scope.

7. SAFETY: DLZ will take reasonable steps to protect the safety of its employees, and to perform its services in a safe manner. DLZ is not responsible for project safety other than with regard to its own services.

8. REUSE OF PROJECT DELIVERABLES: CLIENT's use of any project documents or DLZ deliverables, including electronic media, for any purpose other than that for which such documents or deliverables were originally prepared, or alternation of such documents or deliverables without written verification or adaption by DLZ for the specific purpose intended, will be at CLIENT's sole risk.

9. OPINIONS OF CONSTRUCTION COST: Any opinion of construction costs prepared by DLZ is supplied for the general guidance of the CLIENT only. Since DLZ has no control over competitive bidding or market conditions, DLZ cannot guarantee the accuracy of such opinions as compared to contractor bids or actual cost to CLIENT.

10. INSURANCE: During the performance of its services and for two years thereafter, DLZ will maintain the following minimum insurance coverage: General Liability- \$1,000,000 per occurrence, \$2,000,000 general aggregate, \$2,000,000 products/completed operations aggregate, \$1,000,000 personal/advertising injury aggregate; Automobile Liability- \$1,000,000 combined single limit; Workers Compensation and Employers Liability- in conformance with statutory requirements, and \$1,000,000 employers liability; and Professional Liability- \$2,000,000 per claim and in the aggregate. Certificates evidencing such coverage will be provided to CLIENT upon request. If DLZ is providing construction phase services, CLIENT agrees to require its contractor to include DLZ as an additional insured on the contractor's General Liability and Automobile Liability insurance policies, and DLZ's above-listed coverage will be excess over the contractor's coverage, which will be primary.

11. INDEMNITY: To the fullest extent permitted by law, each of the parties agrees to indemnify and save harmless the other party from and against all liability, damages, and expenses, including reasonable attorney's fees, sustained by the other party by reason of injury or death to persons or damage to tangible property, to the proportionate extent caused by the negligent acts or omissions of the indemnifying party or its employees.

12. CONSEQUENTIAL DAMAGES: Neither party will be liable to the other for consequential, special, incidental, indirect, liquidated, or punitive damages.

13. LIABILITY: No employee of DLZ or of its parent, subsidiary, or affiliated companies will be personally liable to CLIENT. DLZ's total liability to CLIENT, and any coverage of CLIENT as an additional insured under any of DLZ's insurance policies, for injuries, claims, losses, expenses or damages arising out of DLZ's services or this agreement from any causes including, but not limited to, DLZ's negligence, error, omissions, strict liability, or breach of contract, will not exceed the total compensation received by DLZ under this agreement.

14. DISPUTES: Any claim or controversy arising out of or relevant to this agreement, or the breach thereof, shall be settled by binding arbitration in the state in which the project is located, in accordance with the rules of the American Arbitration Association, and judgment upon any award rendered by the arbitrator(s) may be rendered in any court having jurisdiction thereof.

15. STATUTE OF LIMITATIONS: The parties agree that the time period for bringing claims regarding DLZ's Service's under this agreement expires on the earlier of one year after completion of the project, or two years after completion of DLZ's project services.

16. DELAYS: DLZ is not responsible for delays caused by persons or circumstances for which DLZ is not responsible.

17. SHOP DRAWINGS: If DLZ's scope of services includes reviewing shop drawings, such reviews are solely with regard to their general conformance with the design concept, and not for the purpose of reviewing or approving their accuracy, completeness, dimensions, quantities, constructability, compatibility with other construction components, or compliance with the requirements of the construction contract documents, all of which remain the contractor's responsibility. DLZ is not responsible for reviewing or approving the contractor's safety precautions or construction means, methods, sequences or procedures.

18. ACCEPTANCE: Both parties will consider DLZ's initiation of services prior to execution of this agreement in order to accommodate CLIENT, at CLIENT's request, as CLIENT's formal acceptance of all of the terms and conditions in this agreement.

19. STANDARD OF CARE: DLZ will perform its services with the care and skill ordinarily exercised by members of its profession currently practicing under similar conditions in the same locale. DLZ does not make, and expressly disclaims, any other warranties, express or implied, relating to its services including, without limitation, warranties of merchantability and fitness for a particular purpose. DLZ shall be entitled to rely on all CLIENT-provided information except to the extent otherwise stated in the agreement.

<i>CLASSIFICATION</i>	<i>HOURLY RATE CHARGE</i>
Senior Project Manager	\$ 175.00
Project Manager	\$ 155.00
Engineer VI/Surveyor VI	\$ 165.00
Engineer V/Surveyor V	\$ 150.00
Engineer IV/Surveyor IV	\$ 129.00
Engineer III/Surveyor III	\$ 119.00
Engineer II/Surveyor II	\$ 103.00
Engineer I/Surveyor I	\$ 98.00
Senior Architect	\$ 160.00
Architect	\$ 124.00
Architect Intern	\$ 93.00
Landscape Architect	\$ 124.00
Senior Geologist/Senior Environmental Scientist	\$ 134.00
Geologist/Environmental Scientist	\$ 93.00
Senior Environmental Analyst	\$ 124.00
Environmental Analyst	\$ 98.00
Senior Programmer	\$ 129.00
Programmer	\$ 109.00
Senior GIS Analyst	\$ 124.00
GIS Analyst	\$ 109.00
GIS Technician	\$ 83.00
Senior CAD Operator/Designer	\$ 109.00
CAD Operator/Technician II	\$ 88.00
Intern/Technician I	\$ 73.00
Construction Project Manager	\$ 150.00
Senior Construction Inspector	\$ 109.00
Construction Inspector	\$ 83.00
2 Person Survey Crew	\$ 196.00
1 Person Survey Crew	\$ 140.00
Clerical	\$ 57.00

Name and Address of Bidder	Email address	Phone #	Want Packet	Date sent/Date Received	Bid Total
Kallas Heating & Cooling Inc. 8077 Miller Rd. Swartz Creek, MI 48473	Contact person: Rob kallasheatandcool@msn.com	810-635-4159	Yes	Sent: 9/16/21 emailed Received:	
Goyette 3842 Gorey Ave. Flint, MI 48506	Contact: Jim Goyette jgoyette@goyettemechanical.com	810-742-8503	Yes	Sent:9/16/21 emailed Received:	
Dee Cramer 4221 E. Baldwin Rd. Holly, MI 48442	Contact: Thomas thomasm@deecramer.com	810-579-5000	Yes	Sent:9/16/21 emailed Received: 9/30/21	\$25,748
Holland Heating & Cooling 9160 Lapeer Rd. Davison, MI 48423	hollandheating@yahoo.com	810-653-4328	Yes	Sent:9/16/21 emailed Received:	
Davison Heating & Cooling 3163 N. State Rd. Davison, MI 48423	Contact: Willie Willie@davisonheating.com	810-658-8484	Yes	Sent:9/16/21 emailed Received:	
Sherman Heating & Cooling 4500 Morrish Rd. Swartz Creek, MI 48473	Contact: Torie thicks@shermanheating.cooling.com	810-630-6032	Yes	Sent:9/16/21 emailed Received:	

BID FORM
 HVAC Replacement
 LOCATED AT 8095/8083 Civic Drive
 SWARTZ CREEK, MICHIGAN

BID FORM
HVAC Replacement Library/Senior Center/City Hall
LOCATED AT 8095/8083 Civic Drive SWARTZ CREEK, MICHIGAN

To: The City of Swartz Creek

8083 Civic Drive

Swartz Creek, MI 48473

BID PRICE

The Bidder, having visited the site of the proposed work, and having familiarized themselves with local conditions affecting the cost of the work and with the requirements of the Information For Bidders, hereby agree to furnish all the labor, materials and equipment necessary to complete the work as described in the Advertisement and Bid Specification Document within the time set forth therein.

Item	Cost
8095 Civic Drive – HVAC Replacement base bid 80% 13 seer	\$ 19,284.00
8083 Civic Drive – Filter Cabinet retrofit base bid 5 units	\$ 4,573.00
8083 Civic Drive – Thermostat Replacement base bid 5 units	\$ 1,891.00
Alternate bids (increased efficiency) (if any): 8095 96% option	\$ add \$2,834.00
8083 6th filter add \$915.00 8083 6th stat add \$378.00	
Project Total base scope	\$ 25,748.00 w/o alts

EXECUTION OF CONTRACT

Upon receipt of the Notice of Award the Bidder agrees to execute an Agreement within ten calendar days.

WAIVER

The Bidder does hereby represent and warrant that the price in their Bid is a complete and correct statement of the price for the work in said Bid, and further, that all other information given or furnished in this Bid is complete, correct and submitted as intended by them and does hereby waive any right or claim they may now or hereinafter have by reason of errors, mistakes or omissions made by them in said Bid.

BID FORM
HVAC Replacement
LOCATED AT 8095/8083 Civic Drive
SWARTZ CREEK, MICHIGAN

BID NON-COLLUSIVE

The Bidder does hereby represent that their Bid is genuine and not collusive or sham, and that they have not in any manner, directly or indirectly, agreed or colluded with any other person, firm or association to submit a sham Bid or to refrain from bidding or in any way to fix this Bid or that of any other Bidder, or to secure any advantage against The City of Swartz Creek.

The Bidder does hereby represent and warrant that no officer or employee of The City of Swartz Creek is directly or indirectly interested in this Bid or in any Contract which may be made under it, or any expected profits to arise there from.

PERIOD BID GUARANTEE

The Bidder agrees that their Bid is guaranteed for a period of ninety (90) calendar days after the scheduled closing time for receipt of the Bids.

TIME OF COMPLETION

If awarded the Contract for the project, the Bidder agrees to complete the entire Work within forty five (45) calendar days from the date of a signed contract.

LEGAL STATUS OF BIDDER

The Bidder declares the following legal status: (Check One)

A Corporation organized and existing under the laws of the State of Michigan

A Partnership consisting of the following partners:

An individual doing business as:

BID FORM
HVAC Replacement
LOCATED AT 8095/8083 Civic Drive
SWARTZ CREEK, MICHIGAN

AUTHORIZED SIGNATURE OF BIDDER

Firm Name: Doe Company

By: [Signature]

Title: Service Sales / Account manager

Business Address: 4221 Baldwin
(Street)
Holly, MI 48442
(City/State, Zip Code)



DEE CRAMER

HEATING / COOLING / SHEET METAL

9/28/21

City of Swartz Creek
City Hall
8083 Civic Drive
Swartz Creek, MI
Rob Bincsik

Dee Cramer is pleased to propose the following recommendations for your review:

Install new high efficiency filter boxes and Wi-Fi thermostats on five furnaces with alternate 6th unit

Base scope of work:

- Supply and install new filter boxes on five furnaces to allow a 20x25x5 filter
- Supply and install Wi-Fi thermostats on five furnaces
- Fabricate and modify return duct as needed to complete installation
- Program stats and check operation
- All pricing is valid for 90 days from the date of this proposal

Investment for the above base filter scope will be: \$4,573.00 Accept

Add for alternate 6th filter unit will be: \$915.00 Accept

Investment for the above base thermostats scope will be: \$1,891.00 Accept

Add for alternate 6th thermostat will be: \$378.00 Accept

Respectfully Submitted,
Randall Porter
Account Manager
Dee Cramer
randyp@deecramer.com

Approved By: _____

Date: _____

4221 EAST BALDWIN ROAD, HOLLY, MI 48442, PH 810-579-5000, FAX 810-579-2666

All work to be completed in substantial workmanlike manner according to specifications submitted, per standard practices. Payment for the work is due Net 30 days after invoice unless otherwise stated above. A finance charge of 1 ½ % per month will be charged on the balance after 30 days from invoice date. The annual percentage rate is 18%. Customer agrees to pay all costs of collection, including attorney fees. The company shall not be responsible for any damages incurred due to inability of the building structure to properly support the installed equipment. Customer is responsible for building structure modifications required to comply with various provisions of Chapter 3 of the Michigan Mechanical code and shall indemnify and hold the company harmless from any & all expenses, including attorney fees, for failure to comply.



DEE CRAMER

HEATING / COOLING / SHEET METAL

9/28/21:

City of Swartz Creek
Senior Center/Library
8095 Civic Drive
Swartz Creek, MI
Robert Bincsik

Dee Cramer is pleased to propose the following recommendations for your review:

Replacement of HVAC equipment at senior center

Base scope of work:

- Remove and dispose of two of three existing furnaces and all three AC units
- Supply and install two new Goodman 80% gas furnaces and three new Goodman 13 seer AC units of same specifications
- Supply and install a new filter box on each unit to allow a 16x25x5 filter
- Fabricate and modify ducting as needed to complete installation
- Connect new condensing units to new evaporators with new refrigeration line sets
- Furnaces will be set on bricks and condensing units will be on 6 inch stands
- Supply and install a new Wi-Fi thermostat for all three units
- Labor and miscellaneous material to complete installation
- Start and check operation
- Furnish & install new smoke detector (if required)
- Installation of visible/audible alarms for smoke detectors if required by code will be done on a T&M basis
- Pricing good for 90 days from date of this proposal

Investment for the above base scope will be: \$19,284.00 Accept

Alternate add for 96% gas furnaces(2) will be: \$2,834.00 Accept

Respectfully Submitted,
Randall Porter
Account Manager
Dee Cramer
randyp@deecramer.com

Approved By: _____

Date: _____

4221 EAST BALDWIN ROAD, HOLLY, MI 48442, PH 810-579-5000, FAX 810-579-2666

All work to be completed in substantial workmanlike manner according to specifications submitted, per standard practices. Payment for the work is due Net 30 days after invoice unless otherwise stated above. A finance charge of 1 ½ % per month will be charged on the balance after 30 days from invoice date. The annual percentage rate is 18%. Customer agrees to pay all costs of collection, including attorney fees. The company shall not be responsible for any damages incurred due to inability of the building structure to properly support the installed equipment. Customer is responsible for building structure modifications required to comply with various provisions of Chapter 3 of the Michigan Mechanical code and shall indemnify and hold the company harmless from any & all expenses, including attorney fees, for failure to comply.

From: [Robert Bincsik](#)
To: [Adam Zettel](#)
Subject: Fwd: Swartz Creek Vactor-Sourcewell Proposal (EQ #22013)
Date: Friday, October 1, 2021 8:36:07 AM
Attachments: [Vactor 2115i824-80ARD 22013 Profile.pdf](#)

Get [Outlook for Android](#)

From: Snyder, David <DavidSnyder@dohenycompany.com>
Sent: Friday, October 1, 2021 8:29:09 AM
To: Robert Bincsik <rbincsik@cityofswartzcreek.org>
Subject: Swartz Creek Vactor-Sourcewell Proposal (EQ #22013)

Rob,

Congrats on the new position .. All the best accomplishing your goals now and long-term.

Please see attached photo profile of the unit we talked about yesterday. The quote forthcoming today is about \$450,000.00 with Muni Lease (purchase) estimated at roughly \$70k/year for a (7)-year deal and about \$95k for (5)-year deal. Municipal Interest rates are currently (as of last week) 2.55% and 2.65% for (5) and (7)-year respectively.

Company policy can hold a municipal Vactor unit with an (email) letter of intent to place on Council Agenda on upcoming specified date for council discussion and approval. Timing is everything and my competition is 11-12 colleagues throughout our selling territories. My best guess is if you could make a commitment by early next week (to place on agenda) on Swartz Creek's upcoming October 11th or 28th meeting dates, Swartz Creek would have a pretty good shot.

Standby for Quote-Proposal .. Thank You,



DAVID SNYDER

Regional Sales
Representative -
Municipal

O: 248-349-0904 x1119
D: 248-465-9879
C: 248-939-3223

[DOHENYCOMPANY.COM](#)



Vactor 2115i824-80ARD

New Stock Combination Unit EQ #22013 / 2022 Freightliner FL114 6x4



