

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE January 26, 2026**

The meeting was called to order at 7:00 p.m. by Mayor Henry in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Melen, Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Renee Kraft.

Others Present: Shawna Farrell-Taylor Morgan, Chad Parenteau, Kolby Miller-Med Star, Jeff Kelley, K.C. Baran P.C.

Others Virtually Attended: Jeff Kelley

APPROVAL OF MINUTES

Resolution No. 260126-01 (Carried)

Motion by Councilmember Spillane
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday January 12, 2026, to be circulated and placed on file.

YES: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry, Melen.
NO: None. Motion Declared Carried.

APPROVAL OF AGENDA

Resolution No. 260126-02 (Carried)

Motion by Councilmember Krueger
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as amended for the Regular Council Meeting of January 26, 2026, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Knickerbocker, Henry, Melen, Spillane.

NO: None. Motion Declared Carried.

CITY MANAGER'S REPORT

Resolution No. 260126-03

(Carried)

Motion by Councilmember Melen
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of January 26, 2026, including reports and communications to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Knickerbocker, Henry, Melen, Spillane, Gilbert.
NO: None. Motion Declared Carried.

MEETING OPENED TO THE PUBLIC:

K.C. Baran: Mr. Baran announced his candidacy for judge of the 67-4 District Court in Fenton.

COUNCIL BUSINESS:

MED STAR REVIEW PRESENTATION: Presented by Kolby Miller. He discussed the 2025 annual report and future programs being launched.

TAYLOR MORGAN AUDIT DEBRIEF PRESENTATION: Presented by Shawna Ferrell. Discussed enhancements being implemented to strengthen the City's financial reporting process and to improve audit readiness for the fiscal year.

RESOLUTION TO APPROVE AN EXPANDED USE RESERVATION AND PARK FEE/DEPOSIT WAIVER FOR USE OF ELMS PARK FOR A NON-PROFIT VETERAN EVENT

Resolution No. 260126-06

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Gilbert

WHEREAS, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

WHEREAS, the Genesee County Department of Veterans Services is proposing an expanded park use reservation for Elms Park on Saturday, September 12, 2026 for the

purpose of holding a public Resource Rally and related activities, inclusive of setup day on September 11 and a tear down day on September 13th; and

WHEREAS, the Department is a recognized non-profit that services Swartz Creek and is found to meet the requirements for an expanded use reservation; and

WHEREAS, the city park rules and regulations state that “fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.”; and

WHEREAS, the City Council finds the Genesee County Department of Veterans Services to be a qualified group with a qualifying activity.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the expanded use reservation of the Genesee County Department of Veterans Services and waives all fees for the September 12, 2026 reservation in Elms Park.

Discussion Ensued.

YES: Krueger, Knickerbocker, Henry, Melen, Spillane, Gilbert, Hicks.

NO: None. Motion Declared Carried.

MAYORAL PROCLAMATION:

Recognizing Adam Zettel, City Manager Community Manager Appreciation Day

WHEREAS, the City of Swartz Creek is a vibrant and engaged community whose success relies on professional, ethical, and dedicated municipal leadership; and

WHEREAS, Community Manager Appreciation Day is observed annually on the fourth Monday of January to recognize the vital role city and community managers play in ensuring effective local government, fostering public trust, and enhancing the quality of life in the communities they serve; and

WHEREAS, Adam Zettel has served the City of Swartz Creek as City Manager with professionalism, integrity, and a strong commitment to transparent, efficient, and responsive local government; and

WHEREAS, through his leadership, Adam Zettel has worked collaboratively with the Mayor, City Council, city staff, and residents to promote sound fiscal management, high-quality public services, and thoughtful planning for the future of Swartz Creek; and

WHEREAS, Adam Zettel’s dedication to public service reflects the highest standards of municipal administration and has contributed meaningfully to the stability, growth, and well-being of the City of Swartz Creek;

NOW, THEREFORE, I, Nate Henry, Mayor of the City of Swartz Creek, do hereby proclaim January 26, 2026, as Community Manager Appreciation Day in the City of Swartz Creek, and do further recognize and express sincere appreciation to Adam Zettel for his service and leadership as City Manager.

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Melen: Congratulated Adam Zettel on the proclamation. He will miss the next meeting.

Councilmember Spillane: Questioned if we have an outdoor storage ordinance-in reference to LJ Storage. Mr. Zettel responded yes and that they are working with the city on a long term plan. Discussion ensued.

Councilmember Gilbert: Stated the meeting was very informative.

Mayor Pro Tem Hicks: She learned a lot tonight at this meeting.

Councilmember Krueger: Chamber of Commerce January Luncheon will be held at Mario's tomorrow at noon. Next Monday is Ground Hogs Day.

Mayor Henry: Metro Alliance of Genesee County is holding an "Our Future Master Plan Public Comment Event" which will be held at the Swartz Creek Senior Center Tuesday from 6:00-7:30pm.

ADJOURNMENT

Resolution No. 260126-08

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Melen

I Move the Swartz Creek City Council adjourn the regular meeting at 8:21 p.m.

Unanimous Voice Vote.

Nate Henry, Mayor

Renee Kraft

Renee Kraft, CMC, MiPMC3, City Clerk