

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE March 9, 2026**

The meeting was called to order at 7:04 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, Knickerbocker, Henry.

Councilmembers Absent/Excused: Krueger

Staff Present: City Manager Adam Zettel, Jody Key.

Others Present: Dennis Cramer .Jeremy Morgan,Rebecca Bosas,
Jeffrey E Kelley, Brooke Tucker, Jeff C Kelley, Sheri
Sprygada, Mike Murphy

Others Virtually Attended: Lania Rocha, Nay

APPROVAL OF MINUTES

Resolution No. 260309-01

(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 February 23, 2026 to be circulated and placed on file.

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

APPROVAL OF AGENDA

ADD ITEM 8F TO THE AGENDA TO GO INTO CLOSED SESSION

Resolution No. 260309-02

(Carried)

Motion by Councilmember Melen
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of March 9, 2026, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 260309-03

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of March 9, 2026, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Dennis Cramer– Requesting 250th mural concept and funding events

COUNCIL BUSINESS:

RESOLUTION TO APPROVE COMMISSION APPOINTMENTS

Resolution No. 260309-04

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Knickerbocker

WHEREAS, the laws of the State of Michigan, the Charter and Ordinances of the City of Swartz Creek, interlocal agreements in which the City of Swartz Creek is a member, and previous resolutions of the City Council require and set terms of officers for various appointments to City boards and commissions, as well as appointments to non-city boards and commissions seeking representation by City officials; and

WHEREAS, there exists vacancies in such positions; and

WHEREAS, said appointments are Mayoral appointments, subject to affirmation of the City Council.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council concur with the Mayor and City Council appointments as follows:

#260309-8A1 **MAYOR APPOINTMENT:** **Rodney Gardner**
Downtown Development Authority – Resident – Property Interest
Remainder of Four year term, expiring March 31, 2026
Four year term, expiring March 31, 2030

#260309-8A2 **MAYOR APPOINTMENT:** **Richard Ryan**
Downtown Development Authority - Property Interest
Four year term, expiring March 31,2030

#260309-8A3 **MAYOR APPOINTMENT:** **Todd Beedy**
Downtown Development Authority
Four year term, expiring March 31, 2030

Discussion Ensued.

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

NO: Gilbert. Motion Declared Carried.

RESOLUTION TO AWARD CONSTRUCTION SERVICES FOR OTTERBURN PARK

Resolution No. 260309-05

(Carried)

Motion by Councilmember Knickerbocker
Second by Councilmember Hicks

WHEREAS, the City of Swartz Creek owns, operates, and maintains a system of parks, trails, and recreational structures that are planned and invested into in accordance with a five-year parks and recreation plan; and

WHEREAS, the city is developing Otterburn Park to include a pavilion, restrooms, a disc golf course, a sledding hill, a bike station, and a walking path, and

WHEREAS, the city has acquired funds from HUD, the DNR, and a local charity (BeeMore Jentery) in the amount of approximately \$600,000; and

WHEREAS, the city conducted site design engineering and solicited sealed bids to complete the work, said bids being opened on February 19, 2026, with the low bid being recommended by Rowe and approved by the DNR.

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approves the bid by Glaeser-Dawes Corporation in the amount of \$574,025.15 as a unit cost bid and authorizes and directs the city manager to oversee and execute the agreement, project, and grant compliance.

Discussion Ensued.

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

**RESOLUTION TO APPROVE THE PURCHASE AND INSTALLATION OF THE
MINIMAL PERGOLA STRUCTURE COMPONENTS FOR HOLLAND SQUARE**

Resolution No. 260309-06

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Melen

WHEREAS, the City of Swartz Creek owns property on Holland Drive, known as Holland Square, that functions as a parking and outdoor event space, and

WHEREAS, the Downtown Development Authority has been seeking a means to increase the value of this space as it relates to hosting various outdoor events, and

WHEREAS, the DDA, through the work established by an ad hoc committee of the council, proposed to construct a pergola-style structure on the Miller Road frontage, complete with lighting and sound, said concept being approved by the city council on September 22, 2025, and

WHEREAS, the project is to be funded by a Michigan State Housing Development Authority grant in the amount of \$75,000, a contribution of \$50,000 from Dort Financial Credit Union, anticipated Public Spaces Community Places funds, community contributions, and DDA funds, and

WHEREAS, the MEDC crowdfunding campaign is delayed until May of 2026, and MSHDA funds must be fully spent by September 30, 2026, requiring downsizing and commencement of the project prior to receipt of all funds, with additional features to be added later, and

WHEREAS, the City Council finds that the design-build process involving Amag Architects and JW Morgan Construction is the best way to plan and procure the pergola.

NOW, THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council approves the purchase and installation of the Pergola Structure, without signs, lighting, sound, furnishings, and related features, as included in the March 9, 2026 city council packet.

BE IT FURTHER RESOLVED the City of Swartz Creek City Council approves the proposal by JW Morgan to procure and install such features, per the submitted work scope and cost sheet, as included in the March 9, 2026 city council packet.

Commented [NH1]: I have spacing and formatting issues on my end, but it may just be my version of Word displaying it different from yours.

BE IT FURTHER RESOLVED the approvals and procurement herein are conditioned upon affirmation of the same by the Swartz Creek DDA, with the DDA to supply funds to support the project, as executed by the City of Swartz Creek

Discussion Ensued.

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

RESOLUTION TO APPROVE A PUBLIC PLACE PERMIT FOR THE SWARTZ CREEK AREA HISTORICAL, SOCIETY CAR SHOWS

Resolution No.260309-07

(Carried)

Motion by Councilmember Melen
Second by Councilmember Knickerbocker

WHEREAS, the Swartz Creek Area Historical Society is a recognized charitable entity that is in good standing and that operates in Swartz Creek; and

WHEREAS, said organization proposes to organize three car shows within Holland Square and on Holland Drive, and they therefore seek a permit to use the city plaza from 10:00 a.m. to 3:00 p.m. on the following Sundays of June 28, August 30, and October 4: and

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

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a public place and street usage permit, conditioned upon site accessibility during potential construction, to conduct three car shows within Holland Square and on Holland Drive, from 10:00 a.m. to 3:00 p.m. on the following Sundays of June 28, August 30, and October 4, applicant: the Swartz Creek Area Historical Society, in accordance with the application submitted.

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.

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

Discussion Ensued.

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

RESOLUTION TO APPROVE MID-YEAR BUDGET ADJUSTMENTS

Resolution No.260309-08

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Gilbert

WHEREAS, Act 621 of P.A. 1978 provides for a uniform budgeting system for local units of government; and

WHEREAS, Act 275 of P.A. of 1980 further prohibits deficit spending by local units of government; and

WHEREAS, the City Council has reviewed the City's 2025 – 2026 Revenue and Expenditure Report through January, and finds that it is not in deficit; however, certain department activity line items may be in deficit; and

WHEREAS, the City Council has received a Budget Amendment Summary and Revenue and Expenditure Reports reflecting proposed changes in budgeted items; and

WHEREAS, new budget amounts necessitate adjustments to the original adopted budget; and

WHEREAS, said supplemental documentation shows the new proposed revenue and expenditures by fund.

THEREFORE BE IT RESOLVED, the Swartz Creek City Council hereby authorizes and directs the city treasurer to make all necessary mid-year budget adjustment amendments to all city funds in accordance with the supplemental documentation as included in the March 9, 2026 city council

Commented [NH2]: I believe I opened public comment before closed session and Brooke Tucker spoke then, but she may have spoke afterward when I opened it again.

MEETING OPENED TO THE PUBLIC:

Brooke Tucker – Candidate for district court judge.

RESOLUTION TO ENTER A CLOSED SESSION TO CONSIDER CITY CLERK'S EMPLOYMENT

Resolution No 2603090 -09

(Carried)

WHEREAS, the MCL 15.268(a) of Michigan's Open Meetings Act permits a governing body to enter a closed session to consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing.

WHEREAS, the City of Swartz Creek City Council desires to discuss employment related matters of the City Clerk, and the City clerk has requested that the discussion be held in closed session as permitted by Michigan's Open Meetings Act; and

NOW THEREFORE, BE IT RESOLVED the City of Swartz Creek City Council exit the regular session of the city council and enter into a closed session for the purpose of discussing the City Clerk's employment

Motion by Councilmember Gilbert
Second by Councilmember Melen

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

ENTER INTO CLOSED SESSION – 7:45 PM

Commented [NH3]: We had a printed motion that Adam handed out that was read if I'm not mistaken. It listed the MCL and reason for going into closed session, which we need to include here. Please.

OPEN SESSION – 8:04 PM

Carried

Motion by Mayor Pro Tem Hicks
Second by Councilmember Melen

I Move to accept the resignation of the City Clerk as of March 5, 2026 and authorize the city manager to execute the severance agreement as prepared by the city attorney.

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

MEETING OPENED TO THE PUBLIC:

No comment

REMARKS BY COUNCILMEMBERS:

Councilmember Melen: Think spring

Councilmember Spillane: Historical presentation on Wednesday 3/11/26

Councilmember Gilbert: Keep thinking spring. History of middle school road.

Councilmember Knickerbocker: Tough part of the job when staff moves on.

Mayor Pro Tem Hicks: Is Swartz Creek considered a tree city?

Mayor Henry: Happy belated International Women’s Day.

ADJOURNMENT

Resolution No. 260309-10

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Melen

I Move the Swartz Creek City Council adjourn the regular meeting at 8:10 p.m.

Unanimous Voice Vote.

Nate Henry, Mayor

Amy Nichols, Deputy Clerk