CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE September 28, 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, Henry.
Councilmembers Absent:	Knickerbocker.
Staff Present:	City Manager Adam Zettel, Clerk Jacquie Forrest.
Others Present:	Fire Chief Plumb, Lania Rocha, John Harvey
Others Virtually Attended:	Jeffrey Kelley.

EXCUSAL OF COUNCILMEMBER

Motion by Councilmember Krueger
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve an excused absence for Councilmember Knickerbocker from the Regular Council Meeting held Monday September 28, 2026.

Unanimous Voice Vote

APPROVAL OF MINUTES

Resolution No. 260928-01 **(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 September 14, 2026 to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 260928-02 **(Carried)**

Motion by Councilmember Krueger
Second by Councilmember Gilbert

I Move the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of September 28, 2026, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 260928-03 **(Carried)**

Motion by Councilmember Melen
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of September 28, 2026, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

John Harvey – Cross Connection concerns with Hydro Corp company.

COUNCIL BUSINESS:

PROCLAMATION FOR 2026 FIRE PREVENTION WEEK

Proclamation No.260928-04

WHEREAS, Fire Prevention Week is observed each year to raise awareness of the importance of preventing fires and protecting our families, homes, and community; and
WHEREAS, the best way to keep our residents and their homes safe from fire is to prevent a fire from happening in the first place; and
WHEREAS, preventing fires not only protects the lives and property of our residents, but also helps protect the firefighters of the Swartz Creek Area Fire Department who respond when fires occur by reducing their exposure to the dangers of a fire; and

WHEREAS, the National Fire Protection Association's 2026 Fire Prevention Week theme, "Charge into Fire Safety™: Safe Charging Is a Superpower," reminds us of the importance of fire safety when using and charging devices powered by lithium-ion batteries; and
WHEREAS, Fire Prevention Week provides an opportunity for all of us to think about fire safety and the steps we can take to help prevent fires in our homes and community;
NOW, THEREFORE, I, Nate Henry, Mayor of the City of Swartz Creek, Michigan, do hereby proclaim October 4–10, 2026, as Fire Prevention Week in the City of Swartz Creek and encourage all residents to make fire prevention and fire safety a priority throughout the year.
IN WITNESS WHEREOF, I have hereunto set my hand and caused this proclamation to be made this 28th day of September, 2026.
Nate Henry, Mayor
City of Swartz Creek

RESOLUTION TO APPROVE THE FISCAL YEAR 2027 BUDGET FOR THE FIRE DEPARTMENT

Resolution No. 260928-05 **(Carried)**

Motion by Mayor Pro Tem Hicks
Second by Councilmember Gilbert

WHEREAS, the agreement for fire services 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 21, 2026.
NOW, THEREFORE, BE IT RESOLVED THAT the City of Swartz Creek approve the Fiscal Year 2027 Swartz Creek Area Fire Department Budget, a copy of which is attached hereto, gross maximum total not to exceed $397,597.96, excluding pre-authorized apparatus expenses, 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.

Discussion Ensued.

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

RESOLUTION TO APPROVE CONCRETE WORK FOR THE PUBLIC SAFETY BUILDING

Resolution No. 260928-06 **(Carried)**

Motion by Councilmember Gilbert
Second by Mayor Pro Tem Hicks

WHEREAS, the City of Swartz Creek owns, operates, and maintains the Public Safety Building at 8100 Civic Drive, which houses the Swartz Creek Area Fire Department Station #1, the Metro Police Authority Swartz Creek substation, and miscellaneous municipal assets; and
WHEREAS, the city has been incrementally replacing deficient concrete serving this building as funds permit and safety demands; and
WHEREAS, the city finds that concrete access to the employee entrances and the east side parking/entrance are becoming hazardous; and
WHEREAS, the city approved a competitive bid for 4" and 6" concrete unit costs on July 13, 2026; and
WHEREAS, the concrete award winner, BP Surface Solutions LLC, proposes pricing to remove and replace concrete at the Public Safety Building at prices below their awarded price; and
WHEREAS, the city is also considering the scope of masonry repairs to the structure that are evident on the exposed knee-walls; and
WHEREAS, the city approved $24,000 in Fund 401 Capital Project Fund for a replacement city hall roof that is not likely to be required in the current fiscal year; and
NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council accepts the proposed unit costs provided by BP Surface Solutions LLC, as included in the September 14, 2026 city council packet, as a unit cost bid.
BE IT FURTHER RESOLVED, the Swartz Creek City Council directs the Treasurer to amend the current budget, Fund 401, to reflect the inclusion of $50,000 for Public Safety Building concrete/masonry and the removal of $24,000 for the City Hall roof.
BE IT FURTHER RESOLVED, the Swartz Creek City Council directs the city manager to create a standard contractor's agreement and execute such agreement on behalf of the city.

Discussion Ensued.

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

RESOLUTION TO AMEND THE PARK RESERVATION FORM, AND RENTAL AGREEMENT AND FRIENDLY AMEND THE PARK RULES SECTION 4.1

Resolution No. 260928-07 **(Carried)**

Motion by Councilmember Spillane
Second by Councilmember Krueger

WHEREAS, the City of Swartz Creek owns, operates, and maintains public park and recreation facilities and desires to promote safe and equitable use of those facilities; and
WHEREAS, the city regulates use of city parks through the adoption of "Park Rules and Regulations" as enabled and enforceable under City Ordinance Section 11-47, Park Rules and Regulations, which reads as follows: the City Council may by resolution adopt rules and regulations governing the use of parks, including prohibitions or restrictions on uses and acts within parks; and
WHEREAS, the city park and recreation commission recommends amending of the attached Park Rules and Regulations, Reservation Form (inclusive of rates), and Rental Agreement.
NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council hereby approve the amended park rules, reservation form, and rental agreement as attached.

Discussion Ensued.

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

RESOLUTION TO EXTEND OVERBAND ROAD CRACK REPAIR PRICES TO 2027 SERVICES

Resolution No.260928-08 **(Carried)**

Motion by Councilmember Krueger
Second by Councilmember Melen

WHEREAS, the City of Swartz Creek owns and operates a system of major and local streets that are maintained annually with overband crack repair as part of a comprehensive asset management program; and
WHEREAS, the city approved Asphalt Restoration, Inc. as the low bid contractor for such services in May of 2023, with a unit price of $1.70 per pound (~$0.38/lineal foot); and
WHEREAS, Asphalt Restoration, Inc has extended the price for 2024, 2025, 2026, and 2027; and

WHEREAS, the Swartz Creek City Council finds the service to be qualified and competitive.
NOW, THEREFORE, BE IT RESOLVED the Swartz Creek City Council hereby approves the extension of the bid price of $1.70/pound by Asphalt Restoration, Inc for the 2027 calendar year and authorizes city staff to conduct such repairs as budgeted.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

None.

REMARKS BY COUNCILMEMBERS:

Councilmember Melen: none

Councilmember Spillane: Historical Society car show Sunday, October 4, 2026

Councilmember Gilbert: Grateful for fire hydrant being painted. Think spring.

Mayor Pro Tem Hicks: October is domestic violence awareness month.

Councilmember Krueger: Tropical storms on the east coast.

Mayor Henry: none

ADJOURNMENT

Resolution No. 260928-09 **(Carried)**

Motion by Councilmember Gilbert
Second by Councilmember Melen

I Move the Swartz Creek City Council adjourn the regular meeting at 7:55 p.m.

Unanimous Voice Vote.

Nate Henry, Mayor **Jacquie Forrest, City Clerk**