

**City of Swartz Creek
AGENDA**

**Regular Council Meeting, Monday February 9, 2004 7:00 P.M.
City Hall 8083 Civic Drive, Swartz Creek Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
 - 4A. Regular Council Meeting, January 26, 2004 MOTION Pg. 7, 9-17
5. **APPROVE AGENDA**
 - 5A. Proposed or Amended Agenda MOTION Pg. 7 1
6. **REPORTS:**
 - 6A. [City Manager's Report](#) MOTION Pg. 7, 2-6
 - 6B. December, Year End Police Report Pg. 18-23
 - 6C. January Check Ledger Pg. 24-26
 - 6D. November – December Building Report Pg. 27
 - 6E. LSL Letter, Master Plan Distribution Pg. 28-29
 - 6F. Winchester Woods Map (*Agenda Item*) Pg. 30
 - 6G. FANG Police Position Data Pg. 31-33
7. **COMMUNICATIONS TO COUNCIL:**
 - 7A. Letter, Gen Co Road Commission, Millage Request Pg. 34-35
 - 7B. Letter to Fine Arts Association Pg. 36
 - 7C. Invoice, Gen County Recycling Coalition Pg. 37
 - 7D. School Board Agenda Pg. 38-40
8. **MEETING OPENED TO THE PUBLIC:**
 - 8A. General Public Comments
9. **OLD BUSINESS:**
 - 9A. Senior Center Addition – Millage RESO. Pg. 8
 - 9B. Winchester Woods Development DISC. Pg. 30
10. **NEW BUSINESS:**
 - 10A. None
11. **MEETING OPENED TO THE PUBLIC:**
 - 11A. General Public Comments
12. **REMARKS BY COUNCILMEMBER'S:**
13. **ADJOURNMENT:**

**City of Swartz Creek
CITY MANAGER'S REPORT**

Regular Council Meeting, Monday February 9, 2004 7:00 P.M.

TO: Honorable Mayor, Mayor Pro-Tem & Council Members
FROM: PAUL BUECHE // City Manager
DATE: 06-February-2004

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OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS

- ✓ **CITY PLANS, POLICIES & PROCEDURES** (*Status*)
Pending...
- ✓ **PURCHASE & SALE OF CITY PROPERTIES** (*Status*)
We closed on the Fortino Property on the 2nd of February. My short term suggestion is to sit tight and see what happens in terms of development for this corner. We could look to clear the brush into the spring a bit. If no development activity occurs, we can look to make improvements in the form of a parking lot in the summer of 2005.
- ✓ **MASTER PLAN UPDATE** (*Status*)
The draft Master Plan has been distributed, the official date being December 15th, 2003. Attached with tonight's packet is the procedural letter from LSL explaining the distribution and final approval process. In mid-February, we'll advertise for a public hearing to be held at the Planning Commission's meeting of March 2nd. After the Plan clears the Planning Commission, it'll come back to the Council for final, final approval. Although one is not required, I may elect to hold a public hearing at the Council Meeting, if there seems to be enough interest generated at the Planning Commission.
- ✓ **FIRE MILLAGE REQUEST** (*Status*)
Unless there some compelling need now, we should wait a bit longer, maybe until the early spring to decide on this.
- ✓ **SR. CENTER ADDITION / MILLAGE REQUEST** (*Resolution*)
The Senior Board has voted to request the City immediately address the issue of an additional ½ mill ballot question, to be placed on the August Primary, for the purpose of funding an addition to the existing building. We need to take a hard look at this and make the determination where we wish to stand on this matter. If the voters desire an additional half-mill, we certainly would provide for this whether we place the matter on the ballot by virtue of a council resolution, or it is done by a voter registration signature petition. We have already encountered problems with the current arrangement, being that we are held accountable from the State Treasury Municipal Auditing Division for the expenditure of public funds that we have no control in. In short, and notwithstanding the perception of an unfair burden to resident taxpayers, we are funding a not-for-profit private organization (not unlike any other 501(c)(3), such as the Hometown Days Committee) with a substantial amount of public money. Given the amount of funds we will be dedicating with the 1 mill total (about \$200,000), the CDBG contributions (\$17,000) and the absorption of operating costs (\$25,000 - \$30,000), the best solution would be to bring the entire operation

under the City' control to operate and fund. This would take the approval and dissolution of the existing Senior Board, which seems unlikely. At any rate, I have prepared a resolution to refer the matter to Mr. Figura to create ballot language and a formal lease agreement, to be brought back in two weeks for review. Additionally, we are working on an in-house comparative assessment of the operations at other Senior Center locations within the area. This will be completed and available in two weeks when we review the findings of Mr. Figura. As a quick peek on the analysis, we are finding that the arrangement here is very unique, in that Senior Centers are either private entities with the vast majority of the funding from private sources, or they are public entities with the vast majority of the funding from public sources. For reasons that have recently become problematic to us, they are not private organizations that are primarily funded by public sources.

✓ **OTHER NON-CITY MILLAGE REQUESTS** *(Status)*

Aside from the requests that we as a city are contemplating for either the August Primary or the November General Election, there have been a steady stream of additional considerations for other taxing authorities. Among the ones that we have heard or have notified us are, Genesee County Parks, M.T.A., Mott Community College and the Genesee County Road Commission. Included with your packet tonight is a recently received notification from the Road Commission requesting a resolution in support of a half mill. On the others, we have only received word that this option is being considered. We have not been officially notified. I did not set the Road Commission for a discussion or vote as I think we need to wait until we have all the requests in front of us before we decide which, if any, we wish to endorse as a city. If anyone wishes to proceed tonight, please feel free to add it as a discussion or resolution.

✓ **WINSHALL PARK ARSON RECONSTRUCTION** *(Status)*

Construction underway.

✓ **RACETRACK GAMING & "RACINO" PACKAGE** *(Status)*

Just a bit of new data, the matter is in the Senate Gambling and Oversight Committee with hearings scheduled for March. Proponents of the package of legislation are still optimistic that it has a good chance of passing. We'll see.

✓ **CRAPO STREET LIGHTING** *(Status)*

Installation is pending, as it has for almost a year now.

✓ **CHARTER REVISION** *(Status)*

At the last meeting, a small committee was formed to look into the feasibility of text changes. We will schedule a meeting in the near future.

✓ **CITY WEB SITE** *(Status)*

We've got some figures together and are in the process of papering a plan. We should have something for discussion for the next meeting. If you get a chance, go to www.ci.kalamazoo.mi.us and look at the "interactive mapping" selection to the top right of the home page. Play around with it and try the options. We'll be talking about it in the near future.

✓ **SANITARY CAPACITY, INFILTRATION & INFLOW** *(Status)*

Pending.

- ✓ **2004 BUDGET** (*Status*)
We're working on a draft.
- ✓ **D.D.A.** (*Status*)
Pending.
- ✓ **LABOR AGREEMENTS** (*Status*)
The contracts are in the City Attorney's office for review and form. They should be back in the near future for council review.
- ✓ **STORM WATER ISSUES, GATEWAY-BURKESHIRE-TRACK-SWCE** (*Status*)
Pending an ordinance draft by the City Attorney.
- ✓ **MILLER – ELMS T.I.S. STUDY, 3-LANE CONCEPT REVIEW** (*Status*)
We have received the final report on the TIS for the Miller – Elms study area. I don't know if I'll have it copied by the time this packet goes to press. If I don't, I may have a handout book for distribution at the meeting. It's a fairly lengthy document with lots of data so I won't make any plans to talk about it at this meeting. We can set it for discussion at the next meeting. On the Three-Lane concept review, I'm still awaiting Mr. LaMourie's letter of review.
- ✓ **SUMMER FAMILY MOVIES** (*Status*)
I appointed a small staff committee to draft a plan, create a name and rough a budget. They have a draft in place that indicates that initial start-up costs will be about \$30,000. From here, the year to year costs are considerably lower. I'll have a report and cost breakdown in two weeks. There may be a problem with the Fine Arts Association relative to the use of the facility. Apparently there is some opposition on the Board of Directors against the City doing this event. The reasons are unclear and I'm working towards a solution. A copy of a letter to the Board is included with tonight's packet. One thing is clear, if the Board refuses to allow the event, then I believe it's a finished deal as there is no other good location, short of major expense, that we can hold it. Another pending issue with the Fine Arts Association is their lease expires later this summer and this matter also needs to be resolved. How, or if these two issues are connected is also unclear and undecided. I'll keep the Council posted on the progress.
- ✓ **MAYOR'S EXCHANGE** (*Status*)
The City of Saint Louis, located west of Saginaw along M-46, accepted our invitation to exchange Mayor's. The tentative dates will be Wednesday June 9th, 2004 wherein we'll go to Saint Louis, and Wednesday September 8th, 2004 when Saint Louis will come here. Right after the first of the year, we'll go to work planning a program that hopefully, they won't forget. Mark the dates on your calendar!
- ✓ **GARBAGE COLLECTION CONTRACT** (*Status*)
We met with top management from Great Lakes and reviewed concerns on both our end and theirs. I have invited them to this meeting but as of print, have not got a commitment. They had some scheduling issues and were going to try and make it. We can add them if they show, if not, we'll see them in two weeks. I have not heard on the request for release from the contract. I don't suspect they have any desire to

do so. On termination, Mr. Figura's opinion is that we do not have enough to do so and make a defensible case if we wind up in court.

✓ **WINCHESTER WOODS DEVELOPMENT** (*Discussion*)

So as the Council is aware, we are under increasing pressure by residential construction contractors to issue building permits to construct new houses on the undeveloped lots in Winchester Woods Subdivision. I suspect they will be coming at us hard and heavy this summer. We have serious problems here in that on at least one occasion, we have allowed a septic system, and in others, we allowed "makeshift" sewer installations without building proper mains. Notwithstanding the condition of the streets, the real problem is there is no good outlet for surface and storm water. Every home we allow to be built shifts and compounds the problem. We have several studies on record and we have explored options. There is no good solution aside from the construction of a complete drainage system, at significant cost. I have set this matter for a brief discussion to outline the Administrative position.

✓ **MML PRESIDENTIAL VISIT** (*Cancellation Information*)

Mr. James Sinclair, current president of the Michigan Municipal League, had planned on visiting us on Feb 9th @ 3:00 PM. His office cancelled the meeting with no date re-scheduled, for medical reasons. I will notify you if and when they may desire to re-schedule.

✓ **MML LEGISLATIVE CONFERENCE** (*Status*)

Marla has called for a list of interested attendees. She is in the process of making reservations. I should be back at the next meeting for an appropriation.

NEW BUSINESS / PROJECTED ISSUES & PROJECTS

✓ **FANG** (*Information*)

As you may recall, we resolved a police position in the FANG unit at the March 25, 2002 Council Meeting. The position never materialized, however, the possibility exists that it might again be available. We won't know for sure for a while, but to be prepared, Rick will be at the next meeting to outline the costs and look for a new resolution. I have provided the documents from the March 25th, 2002 Resolution for review.

✓ **GENESEE COUNTY RECYCLING COALITION** (*Information*)

Attached is an invoice from the Genesee County Recycling Coalition. We have not participated in the funding in the last two cycles. I am unsure if the Council has any desire to do so, but I'll leave it up to a floor motion. If I hear nothing, then I will be sure again this year.

✓ **MILLAGE ENDORSEMENT, GEN CO ROAD COMMISSION** (*Information*)

Included with tonight's packet is a request for a resolution endorsing a millage for the Genesee County Road Commission at either the August Primary or the November General Election. I have no additional information other than what is expressed in the letter. I suggest we do nothing on this until we know more about what the funds are to be used for (Majors, Locals, etc.), how the distribution might take place, what percentage we might expect to be returned to us, etc. I'll work to find out more before we proceed.

Council Questions, Inquiries, Requests and Comments

- *Miller & Fairchild, Signage.* Pending a report from Rick.

**City of Swartz Creek
RESOLUTIONS**

Regular Council Meeting, Monday February 9, 2004 7:00 P.M.

Motion No. 040209-4A

MINUTES, JANUARY 26, 2004

Motion by Councilmember: _____

I Move the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held January 26, 2004, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 040209-5A

AGENDA

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the agenda as presented / printed / amended for the Regular Council Meeting of February 9, 2004, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 040209-6A

CITY MANAGER'S REPORT

Motion by Councilmember: _____

I Move the Swartz Creek City Council approve the City Manager's Report of February 9, 2004 as presented, to be circulated and placed on file.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

Motion No. 040209-9A

**SENIOR CITIZENS BUILDING ADDITION – BALLOT
MILLAGE QUESTION**

Motion by Councilmember: _____

I Move the Swartz Creek City Council direct the City Attorney to prepare a ballot question requesting a twenty-year, one-half of one mill levy asking the voters of the City of Swartz Creek to approve funding for the construction of a Senior Citizens Center, and further, provide a draft lease Agreement for the Swartz Creek Area Senior Citizens Association to lease the premises at 8095 Civic Drive, and bring said ballot language and lease back to the City Council for review.

Second by Councilmember: _____

Voting For: _____

Voting Against: _____

City of Swartz Creek
COUNCIL MEETING MINUTES
(Meeting of January 26, 2004)

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE COUNCIL MEETING
DATE 01/26/04

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

Invocation and Pledge of Allegiance to the Flag given.

Councilmen Present: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

Councilmen Absent: None.

Staff Present: City Manager Bueche, Deputy Clerk Korth, Community Services Director Svrcek, Assessor/Zoning Administrator O'Brien, City Attorney Michael Gildner, and Engineer Jack Wheatley.

Others Present: Boots Abrams, Bud Grimes, Kenneth Brill, Sandra Brill, Alan Manville, and Jill Reno.

APPROVAL OF PREVIOUS COUNCIL MINUTES:

Resolution No. 040126-01

(Carried)

Motion by Councilmember Porath,
Second by Councilmember Hurt,

The Swartz Creek City Council hereby approves the Minutes of the Regular Council Meeting held January 12, 2004, to be circulated and placed on file.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

NO: None. Motion declared carried.

APPROVAL OF AGENDA:

Resolution No. 040126-02

(Carried as amended)

Motion by Mayor Pro-Tem Christie,
Second by Councilmember Shumaker,

The Swartz Creek City Council approves the Agenda for the regular Council meeting of January 26, 2004, as amended by the addition of recognition of Larry Bush of Hometown Days as item 5B, Proclamation as item 5C, and moving items 10A, 10B, and 10D prior to Old Business, then to be circulated and placed on file.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.
NO: None. Motion declared carried.

Larry Bush, Chairman, Swartz Creek Hometown Days

Larry Bush thanked the City for allowing them to utilize City Hall this evening, prior to the Council meeting. He noted one of the main intentions of Hometown Days is to promote a sense of community, and the steadfast support of City Council helps with that endeavor.

Proclamation

Mayor Abrams advised his son-in-law, Ken Brill, on January 24th was inducted into the Michigan Amateur Softball Association's Hall of Fame. In that regard, Mayor Abrams read a Proclamation which had been presented to him at that time.

REPORTS:

City Manager's Report

Resolution No. 040126-03

(Carried)

Motion by Councilmember Shumaker,
Second by Councilmember Hurt,

The Swartz Creek City Council approves the City Manager's Report of January 26, 2004, as presented, to be circulated and placed on file.

Discussion ensued.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.
NO: None. Motion declared carried.

Other reports were received and placed on file.

COMMUNICATIONS TO COUNCIL:

- Small Cities Agenda, Minutes
- Comcast Letter
- Letter, Genesee County Library, Hours Adjustment
- Thank-You Letter, Holmquist
- Notice, School Board
- Park Fee Waiver Request (*Agenda Item*)
- Letter, L.S.L. Notice of Rate Increase
- Letter to Great Lakes Waste Services
- Planning Commission Minutes of November 25 and December 2, 2003 and January 6, 2004

Councilman Shumaker commented on wording modifications needed in the December 2, 2003 Planning Commission minutes. City Manager Bueche advised staff would look at the two paragraphs mentioned in the draft Planning Commission minutes.

MEETING OPENED TO THE PUBLIC:

None.

NEW BUSINESS:

Special Land Use Permit – Financial Plus Federal Credit Union – Tax I.D. Nos. 58-36-576-005 and 006 – 7048 and 7056 Miller Road – Five (5) Drive-thru Lanes

Resolution No. 040126-04

(Carried)

Motion by Councilmember Plumb,
Second by Councilmember Hurt,

The Swartz Creek City Council approve the Special Land Use Application, as recommended by the Planning Commission, for five (5) drive-thru lanes for the Financial Plus Federal Credit Union at 7048/7056 Miller Road, Tax I.D. Nos. 58-36-576-005 and 006, as submitted on site plan dated January 16, 2004, prepared by Kraft Engineering, inclusive of recommendations as stated in LSL & Associates, Inc. revised review letter dated January 26, 2004, conditioned upon final site plan approval.

Discussion took place regarding the need for five lanes.

YES: Abrams, Adams, Christie, Hurt, Plumb Porath, Shumaker.
NO: None. Motion declared carried.

Final Site Plan Approval – Financial Plus Federal Credit Union – Tax I.D. Nos. 58-36-576-005 and 006 – 7048 and 7056 Miller Road

Resolution No. 040126-05

(Carried)

Motion by Councilmember Adams,
Second by Councilmember Hurt,

The Swartz Creek City Council approve the final Site Plan, as recommended by the Planning Commission, dated January 16, 2004, prepared by Kraft Engineering, for Financial Plus Federal Credit Union at 7048/7056 Miller Road, Tax I.D. Nos. 58-36-576-005 and 006, with the following conditions:

1. Conditions met from LSL & Associates, Inc. revised review letter dated January 26, 2004.
2. Administrative review and approval of the site plan.
3. Approve the deviation of monument sign from design guidelines established for the Miller/Elms Roads Corridor Planned Development District, to allow for external lighting of the sign only.

4. Three (3) Hawthorne trees at rear of site to remain.
5. Financial Plus Federal Credit Union shall pay a proportionate amount, to be determined by the City Manager, of the Traffic Impact Study done by Progressive AE, dated January 2004.
6. Relocation of the right turn flare in accordance with the City's Plan to create a continuous right turn lane from Elms Road west, to the end of the Miller-Elms Road PDD.

Alan Manville of Kraft Engineering addressed Council regarding the site plan. Discussion ensued.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

NO: None. Motion declared carried.

Genesee County Water and Waste Services – First Amendment to Phase II Storm Water Agreement

Resolution No. 040126-06

(Carried)

Motion by Councilmember Hurt,
Second by Councilmember Adams,

The Swartz Creek City Council approve the First Amendment to the Genesee County Phase II Regulations Storm Water Management System Contract, to be dated October 1, 2003, among the County of Genesee, acting through its Drain Commissioner, as County Agency, and the Municipalities (the "Amendment"), which amendment provides, among other things, for the provision by the Genesee County Storm Water Management System of services for implementation activities required by the Phase II Regulations, the allocation of the costs of such activities among the County and the Municipalities, and the payment by the County and the Municipalities of their respective share of the cost of the services as set forth in the Amendment, and further, direct the Mayor and City Clerk to execute and deliver the Amendment for and on behalf of the City Council, a copy of which is attached hereto.

City Manager Bueche advised Federal legislation requires the City to create a watershed plan. Jack Wheatley, City Engineer with ROWE, addressed Council regarding compliance requirements. Discussion took place.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

NO: None. Motion declared carried.

OLD BUSINESS:

Charter Revision

Mayor Abrams, after conversation with the City Manager, suggested a committee be formed to study the question of Charter Revision, which was reflected in tonight's resolution.

Resolution No. 040126-07

(Carried)

Motion by Councilmember Plumb,
Second by Councilmember Adams,

The Swartz Creek City Council establish a committee for the purpose of reviewing the feasibility of revisions to the City Charter and further, appoint Mayor Abrams, Mayor Pro-Tem Christie, Councilmember Hurt and City Manager Bueche, to create a report of the findings and recommendation to be brought back to the City Council for review and determination.

Discussion took place regarding the scope of review.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.
NO: None. Motion declared carried.

Appropriation Addendum, Phase II of the Sewer Infiltration and Inflow Evaluation

Resolution No. 040126-08

(Carried)

Motion by Mayor Pro-Tem Christie,
Second by Councilmember Adams,

Whereas, the City Council approved Phase II of the Sanitary Sewer Infiltration and Inflow Evaluation on January 12, 2004, with the following resolution:

Appropriation, Sanitary Sewer Capacity, Infiltration & Inflow Evaluation, Phase II

Resolution No. 040112-05

Motion by Councilmember Adams,
Second by Mayor Pro-Tem Christie,

Whereas, the City has a need to determine the capacity, infiltration and surface water inflow to the sanitary sewer system for development, expansion and public health regulations, and;

Whereas, on December 9, 2002, the City appropriated funds to purchase meters, compile and map data pertaining to wet and dry weather flows, within the terms of the following resolution:

Sewer Capacity, I & I Study

Resolution No. 021209-06

(Carried)

*Motion by Councilmember Porath,
Second by Mayor Pro-Tem Christie,*

WHEREAS the City is in the process of developing and upgrading its Master Plan; and

WHEREAS in recent years, the City has experienced an influx of commercial, single residential and multiple density residential housing; and

WHEREAS the City needs to know what sections of the sanitary system are nearing capacity in order to determine the point at which future developments tap into the system for waste disposal; and

WHEREAS the Genesee County Water and Waste Division of the Genesee County Drain Commission's office will soon begin a program to meter wet and dry weather flows that may result in penalty charges for excessive infiltration and inflow of surface and storm water; and

WHEREAS the City recognizes that sections of the sanitary system may have excessive infiltration and inflow; and

WHEREAS the City has no current means of predicting the impact that such development may pose to the City's sanitary sewer system or to what extent wet weather infiltration and inflow may impact the system;

THEREFORE, the Swartz Creek City Council accepts the proposal from the City's Engineering Firm, ROWE, Inc., and enter into an agreement to study the City's sanitary sewer system's wet and dry weather capacity, infiltration and inflow, by the purchase of seven flow meters and associated computer software and other items listed within, and further, appropriate funds in the amount of \$57,286 plus a 5% approximate contingency, total not to exceed \$60,000, and file periodic reports, updates, collected data, calculations and recommendations with the City Council, funding to be taken from Fund 593, Tap, unencumbered unreserved.

Discussion ensued.

YES: Abrams, Adams, Christie, Hurt, Porath, Plumb.

NO: Shumaker. Motion declared carried.

and;

Whereas, the City's Engineering Firm, Rowe Incorporated, filed a report with the City Council on December 8, 2003, that isolated the City's sanitary sewer system into 13 districts, seven of which data was collected, compiled and mapped, and;

Whereas the engineering evaluation indicates at least one district is at capacity, said district serving portions of the Townships of Clayton and Gaines, and that data has yet to be collected for 6 of the 13 districts, and;

Whereas the need exists to continue for one more phase to complete the study and further isolate and identify problematic areas to reduce infiltration and inflow and/or halt connections to the system, and;

Whereas, the City's engineering firm, Rowe Incorporated, has provided a Phase II scope of work at a cost not to exceed \$11,600.

Therefore, I Move the Swartz Creek City Council accept the attached proposal and scope of work, and appropriate engineering fees in an amount not to exceed \$11,600 from the Sanitary Sewer Fund, to Rowe Incorporated, for the completion of the Sanitary Sewer Capacity, Infiltration and Inflow Evaluation Phase II, and to amend and addend the original report to include the findings, and file the findings with the City Council.

Steve Warren of ROWE, Inc. explained what this phase of the study would entail, after which further discussion ensued.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath.

NO: Shumaker. Motion declared carried.

Therefore, the Swartz Creek City Council, upon recommendation of the City Engineer R.E.I., appropriate an additional amount not to exceed \$5,000, plus 10% contingency, to Hamlet Engineering Services for the removal, cleaning, installation and calibration of 7 sanitary sewer meters in accordance with instructions supplied by the City Administrative Staff and the City Engineer.

Discussion took place.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

NO: None. Motion declared carried.

NEW BUSINESS:

Special Land Use - Cappadon, LLC (Burger King) - 7030 Miller Road – Tax I.D. Nos. 58-36-576-002, 003 and 004 – Alter Existing Freestanding Sign

Resolution No. 040126-09

(Defeated)

Motion by Councilmember Shumaker,
Second by Councilmember Porath,

The Swartz Creek City Council, against the recommendation of the Planning Commission, approve the amendment of the Special Land Use Permit to alter the

existing freestanding sign for Cappadon, LLC, at 7030 Miller Road, Tax I.D. Nos. 58-36-576-002, 003 and 004, and allow for the variations of the monument sign as submitted to the Zoning Administrator.

Discussion ensued.

YES: None.

NO: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker. Motion declared defeated.

Park Fee Waiver Request - NAMI

Resolution No. 040126-10

(Carried)

Motion by Councilmember Plumb,
Second by Councilmember Hurt,

The Swartz Creek City Council waive all fees for the use of Elms Road Park Pavilion #2 on Saturday, August 14, 2004, from 2-5 PM, for the not-for-profit National Alliance for the Mentally Ill (N.A.M.I.).

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

NO: None. Motion declared carried.

Reappoint L.S.L. as City Planner

Resolution No. 040126-11

(Carried)

Motion by Councilmember Adams,
Second by Councilmember Hurt,

The Swartz Creek City Council appoint the Planning and Consulting Firm of L.S.L. as the designated City Planner, to serve in such capacity at the sole pleasure of the City Council, in accordance with the 2004 rate schedule as presented and attached hereto.

Discussion took place.

YES: Abrams, Adams, Christie, Hurt, Plumb, Porath, Shumaker.

NO: None. Motion declared carried.

MEETING OPENED TO THE PUBLIC:

Boots Abrams, 5352 Greenleaf Drive, announced she and Mayor Abrams welcomed a new granddaughter last Friday.

REMARKS BY COUNCILMEMBERS:

Mayor Pro-Tem Christie, as part of the Hometown Days Committee, wanted to again express appreciation for the City's cooperation and support.

Mayor Abrams expressed sympathy at the passing of Dan Williams, a teacher for many years in Swartz Creek, and John Arvoy, brother-in-law of former City Clerk Carol Arvoy.

ADJOURNMENT:

Resolution No. 040126-12

Motion by Mayor Pro-Tem Christie,
Second by Councilmember Shumaker,

the meeting be adjourned.

Unanimous voice vote.

The meeting adjourned at 8:25 p.m.

Richard B. Abrams, Mayor

Deanna Korth, Deputy Clerk

SWARTZ CREEK POLICE DEPT

Total Account Hours Summary Report

From: 12/01/2003 to 12/31/2003

Department Account	Description	Regular Hours	Other Hours	Regular Hours YTD	Other Hours YTD
ADMINISTRATIVE					
101 301 702.001	SUPERVISOR	195.000	2.000	2,661.250	138.250
101 301 702.002	CLERICAL	179.000	0.000	2,211.750	9.500
PROTECTION					
101 301 702.003	UNIFORMED	434.000	44.000	6,219.500	425.750
101 301 702.004	NON-UNIFORMED	0.000	8.000	78.000	29.000
101 301 702.005	TRAFFIC ENFORCEMENT	293.000	33.000	2,564.750	172.000
COMPLAINTS					
101 301 702.006	INVESTIGATIONS	302.000	21.500	3,459.500	262.250
101 301 702.007	COURT	11.500	4.000	120.250	90.500
TRAINING					
101 301 702.008	TRAINING	0.000	0.000	263.000	33.500
LEAVE TIME					
101 301 702.010	VACATION	120.000	0.000	799.500	0.000
101 301 702.011	HOLIDAY	200.000	0.000	832.000	0.000
101 301 702.012	PERSONAL LEAVE	74.500	0.000	428.500	0.000
101 301 702.013	FUNERAL LEAVE	0.000	0.000	12.500	0.000
TRACK ADMINISTRATIVE					
101 302 702.001	SUPERVISOR	5.000	1.500	38.000	2.000
101 302 702.002	CLERICAL	5.000	0.000	50.250	6.250
TRACK PROTECTION					
101 302 702.003	UNIFORMED	52.750	67.000	470.000	510.500
101 302 702.004	NON-UNIFORMED	0.000	0.000	1.000	0.000
101 302 702.005	TRAFFIC ENFORCEMENT	1.000	0.000	3.500	0.250
TRACK COMPLAINTS					
101 302 702.006	INVESTIGATIONS	0.000	0.000	7.500	2.000
SCHOOL ADM					
101 303 702.001	SUPERVISOR	8.000	0.000	40.000	11.000

Department Account	Description	Regular Hours	Other Hours	Regular Hours YTD	Other Hours YTD
SCHOOL PROTECTION					
101 303 702.003	UNIFORMED	85.000	7.000	1,286.750	186.000
101 303 702.005	TRAFFIC ENFORCEMENT	0.000	0.000	1.000	0.000
SCHOOL COMPLAINTS					
101 303 702.006	INVESTIGATIONS	11.000	3.000	62.000	22.500
101 303 702.007	COURT	0.000	0.000	2.750	0.000
SCHOOL TRAINING					
101 303 702.008	TRAINING	0.000	0.000	47.000	22.000
SCHOOL ACTIVITIES					
101 303 702.009	SCHOOL EVENTS	0.000	0.000	0.000	2.000
LEAVE TIME					
101 303 702.010	VACATION	32.000	0.000	32.000	0.000
101 303 702.011	HOLIDAY	24.000	0.000	80.000	0.000
101 303 702.012	PERSONAL LEAVE	24.000	0.000	95.000	0.000
CITY OTHER					
101 794 702.000	SPECIAL EVENTS	8.000	6.000	33.500	30.500
MOTOR POOL					
661 301 702.000	PATROL	0.000	0.000	4.000	0.000
661 302 702.000	TRACK	0.000	0.000	1.500	0.000
661 303 702.000	SCHOOL	0.000	0.000	1.500	0.000
	TOTAL ALL HOURS	2,064.750	197.000	21,907.750	1,955.750

SWARTZ CREEK POLICE DEPT

Total Function Count

Month Ending: 12/31/2003

Account	Description	MTD Functions	YTD Functions
101 301 001.000	TRAFFIC VIOLATIONS	142	1322
101 301 002.000	PARKING VIOLATIONS	21	335
101 301 003.000	VERBAL WARNINGS	228	1316
101 301 004.000	WRITTEN WARNINGS	25	316
101 301 005.000	FELONY ARRESTS	3	51
101 301 006.000	MISDEMEANOR ARRESTS	41	342
101 301 007.000	CALLS RECEIVED	317	4014
101 301 008.000	TRAFFIC ACCIDENTS	16	155
101 301 009.000	PROPERTY ACCIDENTS	3	40
101 301 010.000	SERVICE REQUESTS	87	590
101 301 011.000	MEETINGS	0	24
101 301 012.000	CONFERENCES	0	48
TOTAL FUNCTIONS		883	8553
101 302 001.000	TRAFFIC VIOLATIONS	0	0
101 302 002.000	PARKING VIOLATIONS	0	36
101 302 003.000	VERBAL WARNINGS	0	2
101 302 004.000	WRITTEN WARNINGS	0	0
101 302 005.000	FELONY ARRESTS	0	0
101 302 006.000	MISDEMEANOR ARRESTS	0	0
101 302 007.000	CALLS RECEIVED	2	38
101 302 008.000	TRAFFIC ACCIDENTS	0	2
101 302 009.000	PROPERTY ACCIDENTS	0	1
101 302 010.000	SERVICE REQUESTS	0	3
101 302 011.000	MEETINGS	0	3
101 302 012.000	CONFERENCES	0	4
TOTAL FUNCTIONS		2	89
101 303 001.000	TRAFFIC VIOLATIONS	0	1
101 303 002.000	PARKING VIOLATIONS	0	1
101 303 003.000	VERBAL WARNINGS	0	12
101 303 004.000	WRITTEN WARNINGS	0	0
101 303 005.000	FELONY ARRESTS	0	0
101 303 006.000	MISDEMEANOR ARRESTS	1	15
101 303 007.000	CALLS RECEIVED	62	641
101 303 008.000	TRAFFIC ACCIDENTS	0	1
101 303 009.000	PROPERTY ACCIDENTS	0	13
101 303 010.000	SERVICE REQUESTS	0	22
101 303 011.000	MEETINGS	4	52
101 303 012.000	CONFERENCES	50	522
TOTAL FUNCTIONS		117	1280
TOTAL ALL FUNCTIONS		1002	9922

Uniform Crime Report

Report Criteria:

Start File Class End File Class Print Zero
0100-0 9900-9 No

Class	Description	DEC/2002	DEC/2003	YR TO DATE
0200-0	MILITARY	0	0	1
1100-1	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	0	1
1100-7	SEXUAL CONTACT FORCIBLE CSC2	0	0	1
1100-8	SEXUAL CONTACT FORCIBLE CSC4	0	0	1
1200-0	ROBBERY	0	0	1
1300-1	NONAGGRAVATED ASSAULT	3	5	62
1300-2	AGGRAVATED/FELONIOUS ASSAULT	0	0	6
1300-3	INTIMIDATION/SALKING	0	0	9
2000-0	ARSON	0	0	3
2200-1	BURGLARY - FORCED ENTRY	1	2	27
2200-2	BURGLARY - ENTRY W/OUT FORCE (INTENT	0	0	5
2300-1	LARCENY - POCKETPICKING	2	0	2
2300-3	LARCENY - THEFT FROM BUILDING	2	0	34
2300-4	LARCENY - THEFT FROM COIN OPERATED	0	0	1
2300-5	LARCENY - THEFT FROM MOTOR VEHICLE	1	2	56
2300-6	LARCENY - THEFT OF M. VEHICLE PARTS	0	1	5
2300-7	LARCENY - OTHER	7	6	84
2400-1	MOTOR VEHICLE THEFT	0	0	14
2400-2	MOTOR VEHICLE AS STOLEN PROPERTY	0	0	2
2500-0	FORGERY/COUNTERFEITING	0	1	5
2600-1	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	0	5
2600-2	FRAUD - CREDIT CARD/ATM	1	0	4
2600-3	FRAUD - IMPERSONATION	1	0	5
2600-6	FRAUD - BAD CHECKS	0	1	7
2700-0	EMBEZZLEMENT	0	0	1
2800-0	STOLEN PROPERTY	0	0	2
2900-0	DAMAGE TO PROPERTY	4	4	80
3000-2	RETAIL FRAUD - THEFT	0	0	5
3500-1	VIOLATION OF CONTROLLED SUBSTANCE	2	2	21
3600-2	SEXUAL PENETR'N NONFORCIBLE OTHER	0	0	1
3600-4	SEX OFFENSE - OTHER	0	0	3
3800-3	FAMILY - OTHER	0	0	5
4100-2	LIQUOR VIOLATIONS - OTHER	0	5	26
4800-0	OBSTRUCTING POLICE	0	4	9
5000-0	OBSTRUCTING JUSTICE	1	3	53
5200-3	WEAPONS OFFENSE - OTHER	0	1	1
5300-1	DISORDERLY CONDUCT	0	0	6
5300-2	PUBLIC PEACE - OTHER	2	4	22
5400-1	HIT & RUN MOTOR VEHICLE ACCIDENT	2	4	34
5400-2	OUIL OR OUID	2	6	50
5400-3	DRIVING LAW VIOLATIONS	11	14	82
5500-0	HEALTH AND SAFETY	1	0	8
5700-1	TRESPASS	1	1	3
7000-0	JUVENILE RUNAWAY	0	0	3
9100-1	DELINQUENT MINOR	0	0	1
9200-2	INCAPACITATION	0	0	1
9300-1	PROPERTY DAMAGE ACCIDENT/PI	14	14	142

Uniform Crime Report

Report Criteria:

Start File Class End File Class Print Zero
0100-0 9900-9 No

Class	Description	DEC/2002	DEC/2003	YR TO DATE
9300-2	NON-TRAFFIC PDA	9	5	50
9300-3	TRAFFIC VIOLATIONS/CIVIL INFRACTION	0	0	1
9300-4	TOWED VEHICLE	4	2	39
9500-1	ACCIDENTAL FIRE	0	0	1
9700-6	ACCIDENT - ALL OTHER	1	0	1
9800-3	PROPERTY INSPECTION	0	0	1
9800-4	OTHER INSPECTIONS/WEAPONS	9	4	77
9800-6	CIVIL	2	0	33
9800-7	SUSPICIOUS SITUATION	2	0	11
9800-8	FOUND PROPERTY	0	5	33
9800-9	OVERDOSE	0	0	2
9900-1	SUICIDE	0	2	5
9900-2	DOA - NATURAL	2	0	3
9900-3	MISSING PERSON	0	0	6
9900-8	DEPARTMENTAL ASSIST	0	2	15
9900-9	GENERAL - NON CRIMINAL	2	2	37
Totals:		89	102	1,215

**SWARTZ CREEK POLICE DEPARTMENT
MOTOR POOL RENTAL HOURS
DECEMBER, 2003**

	<u>101-301-940</u>	<u>101-302-940</u>	<u>101-303-940</u>
#03-553	412	14	0
#03-316	242	5	0
#00-984	0	11	3
#00-985	125	3	0
#00-986	81	10	65
TOTAL	<hr/> 860	<hr/> 43	<hr/> 68

**CITY OF SWARTZ CREEK
JANUARY 2004 CHECK REGISTER**

Check Number	Check Date	Vendor Vendor Name	Check Description	Amount
22816	1/7/2004	ELEGANT CATERING	Catering for small cities assn	270.00
22817	1/13/2004	AGUILAR, JUANITA	REIMBURSE ADV. WORD -MOTT COM	69.00
22818	1/13/2004	ARROW UNIFORM RENTAL	UNIFORMS,MATS,SUP,DMG & ENVIR	434.04
22819	1/13/2004	ARROW UNIFORM RENTAL	UNIFORMS,MATS,SUP,DMG&ENVIR	34.50
22820	1/13/2004	BLUE CROSS BLUE SHIELD OF MI	RET-ADAMS,BLOSS,SHUMAKER	2,053.26
22821	1/13/2004	C & H CONSTRUCTION CO INC	5206 WINSHALL DRIVE- BREAK	3,408.49
22822	1/13/2004	CITY OF SWARTZ CREEK	XMAS LGHTS,STAMPS,OFFICE SUP	66.77
22823	1/13/2004	CLOLINGER, RICK	RX CO PAY #1	40.00
22824	1/13/2004	CONSUMERS ENERGY	8083 CIVIC DR. 12/4 - 1/7/04	786.95
22825	1/13/2004	CONSUMERS ENERGY	TRAFFIC LIGHTS DEC 2003	354.11
22826	1/13/2004	CONSUMERS ENERGY	5361 WINSHALL DR 12/4-1/6/04	7.00
22827	1/13/2004	CONSUMERS ENERGY	8095 CIVIC DRIVE 12/4-1/7/04	649.64
22828	1/13/2004	CONSUMERS ENERGY	5127 MORRISH 12/4-1/8/04	9.59
22829	1/13/2004	CONSUMERS ENERGY	5257 WINSHALL DR 12/4-1/6/04	7.00
22830	1/13/2004	CONSUMERS ENERGY	8499 MILLER RD 12/4-1/7/04	7.30
22831	1/13/2004	CONSUMERS ENERGY	5121 MORRISH RD 12/4-1/8/04	689.36
22832	1/13/2004	CONSUMERS ENERGY	8301 CAPPY LANE 12/4-1/7/04	176.23
22833	1/13/2004	CONSUMERS ENERGY	9099 MILLER RD 12/4 - 1/7/04	7.00
22834	1/13/2004	CONSUMERS ENERGY	8517 MILLER RD 12/4-1/7/04	246.49
22835	1/13/2004	CONSUMERS ENERGY	8100 CIVIC DR 12/4-1/7/04	1,435.71
22836	1/13/2004	CONSUMERS ENERGY	STREETLIGHTS DEC 2003	6,493.11
22837	1/13/2004	CONSUMERS ENERGY	4524 MORRISH DEC 2003	20.41
22838	1/13/2004	CREEK AUTO SERVICES	FRONT & REAR BRAKES 03-310	274.75
22839	1/13/2004	DETROIT SALT COMPANY	ROCK SALT	6,289.59
22840	1/13/2004	FLINT TOWNSHIP	QUARTER END 12/31/03	31.50
22842	1/13/2004	GILL ROYS HARDWARE	2 CANS SPRAY PAINT , ROLL TAPE	373.43
22843	1/13/2004	GREAT LAKES WASTE SERVICES	DEC. 2003	15,950.50
22844	1/13/2004	HYDRO DESIGNS	CITY'S CROSS CONNECTION COMPLI	550.00
22845	1/13/2004	INFINISOURCE SOURCE	JAN 20, 2004 TO JAN 19, 2005	600.00
22846	1/13/2004	INFINITE SOLUTIONS	GIGA FAST EZ500	564.35
22848	1/13/2004	JERRYS COMPLETE YARD SERVICE	SNOW PLOWING 12/25/03	925.00
22849	1/13/2004	JOHNS TRUCK SERVICE	REPAIR DUMP TRUCK #9	464.50
22850	1/13/2004	LETAVIS ENTERPRISES INC.	VEH WASHES OCT 2003	74.75
22851	1/13/2004	LSL PLANING	CONSULTATION SERVICES	2,550.70
22852	1/13/2004	LSL PLANING	ZONING ORDINACE TEC REV	120.00
22853	1/13/2004	MCLAREN MEDICAL MANAGEMENT	JAMES TYLER	292.07
22854	1/13/2004	MEYERS BUSINESS MACHINES	REPAIR & CLEAN TYPE WRITER	69.50
22855	1/13/2004	MI MUNICIPAL WORKERS COMP FU	YEAR 7/1/02 TO 6/30/03	1,932.00
22856	1/13/2004	MICHIGAN PIPE AND VALVE	ANGLE METER	1,771.24
22857	1/13/2004	MID TOWN PRINTING	MISSING PERSON, MIRANDA WAR,CO	65.80
22858	1/13/2004	MMTA	2004 MMTA MEMBERSHIP DUES	35.00
22859	1/13/2004	MUNICIPAL SUPPLY CO.	EJIW HYD	2,325.00
22860	1/13/2004	ORKIN PEST CONTROL	SCHEDULE SERVICE	47.08
22861	1/13/2004	PROGRESSIVE	SITE VISIT & REVIEW FINAL FOUR	263.68
22862	1/13/2004	RITE AID	PHOTOS,FILM,BATTERIES	103.34
22863	1/13/2004	ROWE INC	FINAL FOUR SPORT	720.00
TOTAL FOR PAGE 1				\$ 53,659.74

**CITY OF SWARTZ CREEK
JANUARY 2004 CHECK REGISTER**

Check Number	Check Date	Vendor Vendor Name	Check Description	Amount
22864	1/13/2004	S.L.C. METER SERVICE	METER FOR MINI STORAGE	220.93
22865	1/13/2004	SCHAEFER'S OFFICE SOURCE	CLIPS,PENS,BINDERS, PENCILS	261.74
22866	1/13/2004	STATE OF MICHIGAN	WATER SAMPLES	36.00
22867	1/13/2004	STATE OF MICHIGAN	VOL 1 & 2 UPDATE TO 1998	94.00
22868	1/13/2004	STATE OF MICHIGAN DEPT TRANS	LOCAL PROG #9 56493A	1,929.17
22869	1/13/2004	SUBURBAN AUTO SUPPLY	DRYGAS, RAINX	31.55
22870	1/13/2004	SWARTZ CREEK ELEVATOR	ICE MELTER PLUS	119.90
22871	1/13/2004	TERRELL, JAMIE	9 MILES	6.53
22872	1/13/2004	TRI-VALLEY LANDSCAPING INC.	GUARD RAIL WEST	10,060.00
22873	1/13/2004	VALLEY PETROLEUM	DPS DEC 2003	1,338.43
22874	1/13/2004	VERIZON NORTH	DEC 25, 03 635-8109	48.18
22875	1/13/2004	WALDORF AND SONS INC	INSTALL K-COPPER WATER	950.00
22876	1/13/2004	WHOLESALE TIRE NORTH	P225/60RIG EAGLE WLT GRIP SNOW	439.44
22877	1/13/2004	WIRELESS RESOURCES INC	INSTALL POWER INVERTER 3-316	344.30
22878	1/13/2004	WOODS COLLISION	REPAIR OF 03-553	288.10
22879	1/23/2004	ADVANCE GLOVE AND SAFTEY CO	GLASSES FROSTBITE`	14.00
22880	1/23/2004	ARROW UNIFORM RENTAL	UNIFORMS/MATS/SUPP/DAMAGE/ENVI	155.51
22881	1/23/2004	BADGLEY CONSTRUCITON	SIDEWALK/GENERATOR	829.80
22882	1/23/2004	C & H CONSTRUCTION CO INC	REPL VALE #3483	3,303.49
22883	1/23/2004	COFFIELD OIL COMPANY, INC.	FUEL ADDITIVE	20.00
22884	1/23/2004	CONSUMERS ENERGY	4170 MORRISH 05 22 26 4991 02	46.55
22885	1/23/2004	CONSUMERS ENERGY	4125 ELMS 05 22 12 2200 09	21.24
22886	1/23/2004	CRYSTAL WATER COMPANY	Dec-03	14.00
22887	1/23/2004	DESHANO, RICK	AIR COMP/BATT PWR PACKS REIMB	138.73
22888	1/23/2004	DETROIT SALT COMPANY	ROCK SALT	2,599.34
22889	1/23/2004	FLINT JOURNAL	ABND VEH AUCTION AD	516.84
22890	1/23/2004	GCBOA	MEMBERSHIP FOR 2004 T. OBRIEN	50.00
22891	1/23/2004	GEN CTY REGISTER OF DEEDS	96 COPIES@.50	48.00
22892	1/23/2004	GILL ROYS HARDWARE	BELT-VACUUM	168.20
22893	1/23/2004	ICMA RETIREMENT CORP	ANNUAL PLAN FEE	125.00
22894	1/23/2004	INFINITE SOLUTIONS	INSTALL HARD DRIVE	250.00
22895	1/23/2004	JERRYS COMPLETE YARD SERVICE	1 PLOWING 1/18/04	1,650.00
22896	1/23/2004	LSL PLANING	MASTER PLAN UPDATE	791.25
22897	1/23/2004	LSL PLANING	MASTER PLAN UPDATE	478.75
22898	1/23/2004	MCLAREN MEDICAL MANAGEMENT	JAMES TYLER	128.40
22899	1/23/2004	MICHIGAN PIPE AND VALVE	GATE KEY, VALVE BOX	99.68
22900	1/23/2004	MID STATES BOLT AND SCREW CO	NUTS&BOLTS	49.87
22901	1/23/2004	MODERNISTIC CARPET CLEANING	CARPET CLEANING SENIOR CTR	640.50
22902	1/23/2004	NEXTEL COMMUNICATIONS	DEC 7 2003-JAN 6 2004	550.81
22903	1/23/2004	OBRIEN, THOMAS	MED RIEMBURSEMENT	30.00
22904	1/23/2004	OBRIENS GARAGE	LOF MONTHLY MAIN 03-316	71.85
22905	1/23/2004	PRECISION SOLAR CONTROLS INC.	RETURN EQUIP RADAR TRAILER	5.73
22906	1/23/2004	PROGRESSIVE	FINANCIAL PLAN CREDIT UNION	53.98
22907	1/23/2004	PROGRESSIVE	PROF SERVICE	2,353.19
22908	1/23/2004	RITE AID	DEC-JAN 2004	46.83
22909	1/23/2004	ROWE INC	PROJ 03C0384 11/29-1/3/04	1,050.00
TOTAL FOR PAGE 2				\$ 32,469.81

CITY OF SWARTZ CREEK
 JANUARY 2004 CHECK REGISTER

Check Number	Check Date	Vendor Vendor Name	Check Description	Amount
22910	1/23/2004	ROWE INC	SPRINGBROOK/HERITAGE/FINAL 4	1,291.25
22911	1/23/2004	S.L.C. METER SERVICE	12/23/03 METERS 2"	3,216.46
22912	1/23/2004	SBC PAGING	JAN 8 TO FEB 7, 2004	21.43
22913	1/23/2004	SIMEN, FIGURA & PARKER PLC	DEC 2003 GENL/TRAFFIC ORDIN	2,240.00
22914	1/23/2004	SOUPAL CLEANERS	UNIFORM CLEANERS DEC 2003	137.25
22915	1/23/2004	SUBURBAN AUTO SUPPLY	WIPER BLADES	229.05
22916	1/23/2004	SWARTZ CREEK AREA FIRE DEPT.	Dec-03	209.65
22917	1/23/2004	SWARTZ CREEK ELEVATOR	ICE MELTER INV 29374	549.50
22918	1/23/2004	TERRELL, JAMIE	MILLAGE REIMB 1/5-9/04	11.26
22919	1/23/2004	TRANSAMERICA REAL ESTATE	DUP. PAYMT 58-03-533-178	601.75
22920	1/23/2004	TRI-COUNTY ASSESSOR'S ASSOC.	2004 MEMBERSHIP DUES	10.00
22921	1/23/2004	VERIZON NORTH	JAN 635-4464	425.55
22922	1/23/2004	VERIZON NORTH	B DATE 1/1/04 635-4401	110.56
22923	1/23/2004	VERIZON NORTH	\$21 2500 2350281191 04	107.78
22924	1/23/2004	VERIZON NORTH	BILL DATE 1/7/04 635-9204	43.57
22925	1/30/2004	FORTIS	RETIRES ADAMS,SHANNON,SNELL	42.54
22926	1/30/2004	PLUM, PETER J & JANINE	REFUND WINTER 2003	62.18
22927	1/30/2004	SARGENTS TITLE COMPANY	PURCHASE PROP@ 4505 FORTINO	29,350.13
			TOTAL FOR PAGE 3	\$ 38,659.91
		TOTAL CHECKS 110	GRAND TOTAL FOR MONTH	\$ 115,479.68

CITY OF SWARTZ CREEK
 SWARTZ CREEK, MICHIGAN
 MONTHLY BUILDING REPORT
 NOVEMBER/DECEMBER -- 2003

TO: Paul Bueche, City Manager
 FROM: Thomas O'Brien, Building Inspector
 DATE: January 23, 2004

Permit Number	Owner's Name	Property Address	Parcel #	Description	Estimated Value	Fee Paid
November						
105A-03	Homesetters	86 Hamilton	58-35-776-086	Manuf Home	30,000.00	15.00
106-03	Krzykwa	6376 Miller	58-31-100-022	DEMO/FIRE	15,000.00	30.00
107-03	Pinkston	9341 Chesterfield	58-03-531-169	Sgl Fam/Att Gar	162,500.00	325.00
CP7-03	Pinkston	9341 Chesterfield	58-03-531-169	Culvert	10.00	10.00
108-03	Creekwood Homes	90321 Luea Ln	58-03-626-040	Sgl Fam/Att Gar	100,000.00	200.00
109-03	Creekwood Homes	9034 Luea Ln	58-03-626-039	Sgl Fam/Att Gar	100,000.00	200.00
110-03	Kardos	41 Somerset	58-35-776-041	Manf. Home	60,000.00	120.00
111-03	Beauchamp	5090 Daval	58-03-527-007	12x15 Sunroom	16,000.00	32.00
December						
112-03	Mccormick	4196 Birch Ln	58-36-529-031	Finish Base.	10,000.00	20.00
					493,510.00	952.00



COMMUNITY
PLANNING
CONSULTANTS
GRAND RAPIDS - ROYAL OAK

306 S. WASHINGTON AVE.
SUITE 301
ROYAL OAK
MI 48067

248/586.0505
248/586.0501

November 6, 2003

City of Swartz Creek
Civic Center Drive
Swartz Creek, MI

Attention: Paul Bueche, City Manager

Dear Mr. Bueche:

The recent changes to the Planning Act require the following steps to be followed in circulating the draft Master Plan for the City of Swartz Creek:

- 1) Planning Commission must authorize the draft master plan to be submitted to the Swartz Creek City Council for its review and comment.
- 2) Members of City Council should review the draft of the master plan prior to its meeting and discuss any requested changes at the meeting. If City Council requests changes to the draft Plan these changes must be submitted to Planning Commission. Planning Commission must make the changes to the draft Plan that are required by City Council.
- 3) If City Council requests minor changes to the draft plan, Council can authorize the distribution of the draft plan to the bodies listed in 4) below, subject to the changes being made before it is distributed.
- 4) Once City Council is satisfied with the draft plan it must pass a motion authorizing the Secretary of the Planning Commission to distribute the draft plan to:
 - < the Genesee County Planning Commission (or, the Genesee County Board of Commissioners if there is no county planning commission);
 - < the planning commission or legislative body of municipalities contiguous to Swartz Creek; and
 - < any railroad or utility within Swartz Creek that requested a copy of the plan for review and comment.
- 5) Railroads, utilities and contiguous municipalities must provide comments to Planning Commission within 65 days after receiving the draft plan. Contiguous municipalities must concurrently provide a copy of their comments to the county planning commission.
- 6) The county must provide its comments to Swartz Creek Planning Commission not less than 75 days and not more than 95 days after the date the draft plan is submitted.



- 7) Planning Commission holds a public hearing on the draft plan after the 95 days have expired for receiving the county's comments.

Please contact us if you have any questions regarding the next steps.

LANGWORTHY STRADER LEBLANC & ASSOCIATES

Carmine Avantini, AICP
Partner



MILLER ROAD



OAKVIEW DRIVE

CHELTHENHAM DRIVE

OUTLINED
AREAS ARE
UNDEVELOPED
LOTS OR BLOCKS
OF LOTS

Police FANG Position
(Resolution No. 020325-08)
(Carried)

Motion by Council Member Thompson
Second by Council Member Hurt

The Swartz Creek City Council approve a police officer's position with the FANG narcotics group not to exceed the term of two years.

YES: Adams, Allen, Christie, Hurt, Lindstrom, Thompson, Abrams
NO: None, Motion declared carried.

Interim City Manager Bueche discussed approving full-time police officer position with FANG and the reasons as to why we should hire a FANG position. General discussion ensued among City Council members about the Sheriff's Posse vs. FANG.

The beautification committee is planning their annual city wide cleanup for Saturday, April 27th. As details develop on this I will pass them along.

✓ **POLICE FANG POSITION** (*Resolution*)

The FANG narcotics group has offered us a position. My initial reaction was to decline, however I put a pencil to the issue and discovered we could do it cheaper than what we are currently paying. Within your packet is an excel sheet outlining the cost of a full-time police officer (\$59,922) and a part-time police officer working full-time hours (\$24,603). The FANG grant is a minimum 50% funded (Byrne Memorial) grant. 50% of \$59,922 is about \$30,000. If we replace a full time officer with a part time officer (the union has agreed to do this for this position), at the productive hours (productive hours are maximum paid hours minus non-productive, being vacation, sick, etc.) the cost is \$24,603. These figures do not count overtime. Our overtime for the year of 2001 was about 400 hours per full time officer, mostly as a result of the racetrack but partly for vacant positions. FANG records indicate yearly overtime within the unit runs a maximum of about 100 hours per year. An officer assigned within FANG would not be able to work overtime, or anytime here. In a nutshell, we would pay half of a full-time officers wage and fringe package (approx. \$33,042 per year) plus all of a part-time officers wage and fringe to cover this shift (approx. \$24,603 per year), for a total of \$57,645. That same position will cost us a total of \$69,042 wage and fringe if we elect not to assign to FANG. Additionally, we are not bound to leave a position in FANG. The unit prefers we keep them there for two years, but the decision to remove the position is solely our discretion. I suggest we move for assignment not to exceed two years, with re-evaluation for costs in one year.

✓ **FRANCHISE PERMIT** (*Resolution*)

Fiber Link Inc has requested a franchise permit for installation of additional fiber-optic cable at a couple of locations within the city. Although I'm not sure (as of writing) exactly what locations they will be working in, I believe that they have only a few shot legs to complete between a couple of the schools. Assistant Superintendent Jim Bleau will be present at the meeting and may be able to offer some additional if any wants to know.

✓ **SITE PLAN APPROVAL – FLINT COMMUNITY CREDIT UNION** (*Resolution*)

A site plan is before the council for approval to proceed with construction for a proposed credit union to be located at the southwest corner of the west jog of Miller & Seymour. There is opposition to the project from residents living to the south along Jill-Marie Lane, in general, against the project but specifically, the drive through. The project fits the zoning with the exception of a request for a special land use permit to allow for a drive through. Logic tells me that without the drive through, the project ends. Additionally, the planning commission recommended the placement of sidewalks along three sides of the structure. A small piece of triangle shaped property at the southwest corner of Miller and Seymour is owned by either the city or MDOT. We are currently trying to determine the exact ownership. When we do, the issue of who pays for the sidewalk on this piece of property has surfaced. As of writing, these issues have not been settled. I hope to have additional information as well as some options for the meeting.

F.A.N.G. PROJECTIONS
Full-Time / Part-Time Wage Comparison
March 21, 2002 (Reflective of July 1, 2002 Increases)

IDENTIFICATION				SALARIES & WAGES			TAXES		RETIREMENT					INSURANCES						TOTAL COST		
JOB #	TITLE	PAID HRS. / YEAR	STATUS	REGULAR PAY	LONGEVITY PAY	TOTAL PAY	MED TAX	SS TAX	401a	457k	B-2	B-4, F-55/25	B-4, F50/25	SICK & ACCIDENT	WORKERS COMP	MEDICAL	DENTAL	VISION	LIFE		PAYMENT IN LIEU	
901	Full Time Police Officer	2080 Hours / Year	RFT	\$ 42,162	\$ 2,530	\$ 44,692	\$ 652	\$ 2,771	\$ -	\$ -	\$ -	\$ 1,686	\$ -	\$ 432	\$ 1,041	\$ 7,836	\$ 628	\$ -	\$ 185	\$ -	\$ -	\$ 59,922
901	Part Time Police Officer	1864 Hour / Year	RPT	\$ 22,368	\$ -	\$ 22,368	\$ 327	\$ 1,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,603

Medicare Tax	1.45%	Worker's Comp-Clerical	2.55%
Social Security Tax	6.20%	Worker's Comp-Police	2.33%
B1 P-50 Supervisors Assoc. hired before 06/30/97	7.30%	Worker's Comp-Bldg. Insp.	2.66%
401a Supervisors Assoc. hired after 06/30/98	6.00%	Worker's Comp-Pub Wks.	3.35%
B2 AFSCME hire before 6/30/97	5.23%		
B1 P-55 P.O.L.C.	4.00%		

	FULL TIME	PART TIME
Yearly Base Wage & Fringe	\$59,922	\$24,603
Overtime @ Approx 300 Hrs / Yr.	\$9,120	N/A
Total:	\$69,042	\$24,603
Less Byrne Memorial Funds (\$30,000)	(\$30,000)	N/A
Less Over-Time Cost Savings (200 H)	(\$6,080)	N/A
Sub Total:	\$33,042	\$24,603
Cost For Patrol Officer (07/01/2002):	\$69,042	
Cost To Participate In FANG:	\$57,645	



GENESEE COUNTY ROAD COMMISSION

AN EQUAL OPPORTUNITY EMPLOYER

211 WEST OAKLEY STREET
FLINT, MICHIGAN 48503-3995
PHONE (810) 767-4920
TOLL FREE 1-800-249-4027

Fax (810) 767-5373 - Adm.
Fax (810) 767-3634 - Maint.
BOARD MEETINGS - TUESDAYS @ 10 A.M.

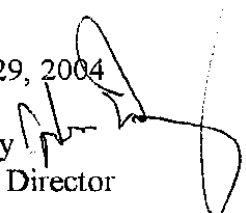
BONITA L. WHITE
Chairperson

CAIFEN JAMISON
Vice-Chairperson

DAVID L. MILLER
Member

MEMORANDUM

Date: January 29, 2004

From: John Daly 
Manager Director

To: All Chief Administrative Officers of Municipal Corporations in Genesee County

Re: **County Millage for Road Maintenance**

Over the past several months the Roads & Bridges Committee, which consists of the 17 township supervisors, has had lengthy discussions concerning the feasibility of proposing a county-wide road millage of 0.5 mills to the electorate of Genesee County at either the coming August or November election. Such a millage if passed would generate approximately \$4.58 million annually. In my view and that of the Board of County Road Commissioners, these funds would be collected by the County and distributed directly to each municipal corporation, who would be obligated to use the funds for roadway (i.e., roads and the associated storm drainage) maintenance. While no clear census has emerged from the discussions at the meetings of the Roads & Bridges Committee, discussions with the County Clerk's office indicate that absolute latest date any item could be approved by the County Board of Commissioners for the August election ballot would be May 25th and for the November election ballot would be August 24th.

While the specific wording of the millage is still being developed, a draft of the millage language that might be expected is as follows:

For the year 2005 and continuing through the year 2012, shall the total taxable property rate in Genesee County be lifted by 0.050 mil (\$.50 for each \$1,000 of valuation) to exclusively finance the improvement of local bridges, roads, streets, and associated road storm water drainage systems in Genesee County? If approved and levied in its entirety, this millage raises and estimated \$4,580,000 in the first calendar year after its approval.

If the governing body of your municipal corporation supports the concept of a millage for roads as presented in this letter, please send a resolution of

OUR MISSION, AS GENESEE COUNTY ROAD COMMISSION EMPLOYEES, IS TO COLLECTIVELY PROVIDE AND MAINTAIN A SAFE, COST EFFICIENT AND QUALITY COUNTY ROAD SYSTEM FOR THE MOTORISTS IN GENESEE COUNTY

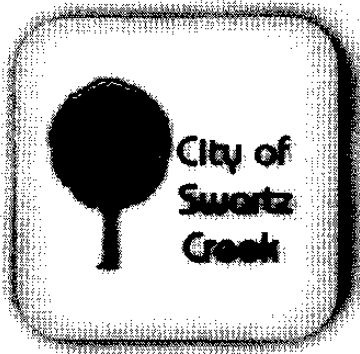


support to the following address not later than March 1, 2004 with a copy to the Genesee County Road Commission:

Mr. Dan Harrell
Board Coordinator
Genesee County Board of Commissioners
1101 Beach Street, Room 312
Flint, MI 48502

If you have any questions, please feel free to contact me at 810.767.4920.

Xc: Board of Commissioners
Board of County Road Commissioners



City Offices
M-F 8am -5pm
810.635.4464
810.635.2887fax

City Manager's Office
M-F 8am-5pm
810.635.3600

Police Department
Emerg. 911
810.635.4401
810.635.3728 fax

Public Services Department
M-F-8am-4:30pm
810.635.4495

03-February-2004

Board of Directors
Swartz Creek Fine Arts Association
8099 Civic Drive, P.O. Box 98
Swartz Creek, Michigan 48473

Re: 1. **Lease Renewal**
2. **Use of Complex, Family Movies**

Dear Fine Arts Association,

Our records indicate that the Fine Arts lease with the City will expire on August 31, 2004. Additionally, there is a strong desire by the City Council to begin a program similar to the City of Flushings' "Family Movies in the Park". A committee chosen by my office has looked into the movies idea and logically arrived at a potential site of the Fine Arts Theater as an ideal location to hold the event.

I offer this communication as a request to meet with the full Board or a committee to discuss the matter. If all goes well, we have a goal of this summer to begin the project, thus leaving a short decision deadline. I kindly ask that you contact me at your earliest convenience so we can schedule a meeting. In advance, I thank-you for your time and attention and look forward to hearing from you.

Sincerely,

PAUL BUECHE
City Manager
(810)-635-4464



RECEIVED
FEB 02 2004
RECEIVED

January 30, 2004

To: All Genesee County Municipalities

From: Genesee County Recycling Coalition

Re: Dues

Since 1995, a coalition of organizations has worked together to provide for collection of household hazardous waste twice per year in Genesee County. In that time, over one million pounds of hazardous wastes have been removed and properly disposed of from County residents. The spring and fall collections for 2003 yielded over 46,000 pounds of hazardous waste, at a cost for both sites of \$33,000.00. We are looking for your support again this year to continue these collections. Below is the dues calculated for your municipality, should you have any questions regarding these collections, please direct your inquiries to Dorothy Gonzales at the Genesee County Health Dept., at 257-3190.

Kathy Williams
GCARC Secretary
City of Fenton

In order to make the 2004 Household Hazardous Waste Collection possible, your support in the amount of \$ 250.00 is needed by March 1, 2004.

Please return this invoice with your payment so a receipt can be sent to you for your records.

Municipality Name

Address

SWARTZ CREEK COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING
AGENDA

Monday, February 9, 2004
7:00 P.M.

Location of Meeting: Morrish Elementary School

1. Call to Order
2. Pledge to the Flag
3. Presentation by Morrish Students
4. Approval of Minutes
5. Approval of Agenda
6. Communications and Announcements
7. Awards and Recognition
8. Comments and Questions from the Public
9. INSTRUCTION ITEMS
 - a. Strategic Action Plan Update
10. BUSINESS ITEMS
 - a. Jennifer Hunt Memorial Scholarship Fund Resolution
11. PERSONNEL ITEMS
 - a. Resignation/Retirement
 - b. Leave of Absence
12. Lease of McCaughna Property
13. Rescinding of Previous Resolution to Consolidate Swartz Creek School's Voting Precincts
14. Annual School Election Notice
15. Technology Purchasing Plan
16. Review and Approve NEOLA Policy Section 6000
17. Superintendent Evaluation Instrument - Final Review
18. Closed Session - Negotiations
19. Comments and Questions from the Board
20. Adjournment

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda."

Information Sheet, Board of Education Regular Meeting**February 9, 2004****Page 1****9. INSTRUCTION ITEMS**

a. **Strategic Action Plan Update** – An initial review of strategic planning and the Board's six action plans will be presented. This review process will be completed at the February 23rd Board Meeting.

10. BUSINESS ITEMS

a. **Jennifer Hunt Memorial Scholarship Fund Resolution** – Enclosed in Board packets you will find a resolution from Merrill Lynch that needs to be passed changing the names of the school officers for this scholarship.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approves Business Item 10a.

11. PERSONNEL ITEMS

a. **Resignation/Retirement** – Accept the resignation for retirement purposes of Roger Brown, M.S. teacher, effective May 31, 2004. His letter has been formally accepted by the Administration on January 27, 2004.

b. **Leave of Absence** – Grant a sick leave of absence to Marcella Preston, Secretary for Community Education, through February 16, 2004.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approves Personnel Items 11a through 11b.

12. **Lease of McCaughna Property** - We have received a request from Kevin Bentley to lease this farmland. He is willing to extend the current agreement for one year.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education extends the current lease in the amount of \$3,427.92 to Bentley Farms until December 31, 2004.

13. **Rescinding of Previous Resolution To Consolidate Swartz Creek School's Voting Precincts** – Due to pending changes in the election law that changes election dates and responsibilities for school elections in 2005, we are recommending that the Board rescind its November 14, 2003 resolution and maintain the 2004 elections in our current four precincts.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education rescinds their November 14, 2003 resolution to consolidate Swartz Creek School's four voting precincts into one voting precinct for the June 2004 election.

14. **Annual School Election Notice** - The date for candidates to file for the annual school board election is April 12, 2004 at 4:00 p.m. A resolution to hold the election is attached.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approves the attached annual school election notice.

January 22, 2004

Page 2

15. Technology Purchasing Plan - Future projections for technology purchases will be presented. These purchases are contingent upon District finances and are in line with the District Technology Plan previously shared with the Board.

16. Review and Approve NEOLA Policy Section 6000 - This section is ready for a second reading and approval by the Board.

→ **BE IT RESOLVED** by the Swartz Creek Community Schools Board of Education approves NEOLA policy Section 6000, as edited.

17. Superintendent Evaluation Instrument - Final Review - This instrument has been under review for some time. With some final editing it should be ready for approval.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approves the Superintendent Evaluation Instrument as edited.

18. Closed Session - Negotiations - The Board will go into closed session for the purpose of discussing upcoming contract negotiations.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education goes into closed session for the purpose of discussing contract negotiations.

19. Comments and Questions from the Board

20. Adjournment