

CITY OF SCOTTVILLE
COMMISSION MEETING AGENDA
City Hall 105 N Main St

1513th Regular Meeting Monday January 24th at 6:30 PM

This meeting will be held in person. No Videoconference (Zoom) available.

1. Call to Order at 6:30 PM
2. Pledge of Allegiance
3. Roll Call
4. Additions to the Agenda
5. Approval of Agenda
6. Approval of the Consent Agenda

All matters listed under item 6, Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. Approval of 1512th Meeting Minutes
- B. Approval of Bills in the amount of \$263,386.82

7. Correspondence

8. Department Reports

- a. City Manager
- b. Police Chief
- c. City Attorney
- d. Mayor
- e. Treasurer
- f. Committee Reports/Board Report
 - Building, Grounds & Infrastructure
 - Finance
 - Ordinance/ Public Safety
 - Personnel, Rules & Ethics
 - Planning Commission
 - Parks & Rec Board
- g. Mason County Commissioner Representative
- h. MCRFA Representative

9. Unfinished Business

- a. DDA Vacancy

10. New Business

- a. Refuse Bag Purchase

11. Public Comment

Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Letters submitted to Council will not be publicly read. Thank you for your cooperation.

12. Council Members Comments

13. Adjournment

OFFICIAL PROCEEDINGS OF THE CITY COMMISSION OF THE CITY OF SCOTTVILLE, MICHIGAN.

The 1512th Regular Commission meeting of the Scottville City Commission was held at City Hall 105 N. Main St on January 10th, 2022. Called to order at 6:30pm by Mayor Marcy M. Spencer.

Present at Roll Call

Rob Alway

Aaron Seiter

Nathan Yeomans

Ryan Graham

Eric Thue

Meg Cooper

Mayor Marcy M. Spencer

Also in attendance: Chief Murphy

Absent: Attorney Alvarado, Clerk Lester

Additions/Deletions to Agenda

None.

Approval of Agenda

Motion, by Graham with support from Yeomans to approve the agenda as presented.

Motion carried.

Approval of Consent Agenda

Motion, by Alway with support from Seiter to approve the consent agenda as presented.

Motion carried.

Correspondence

Newkirk provided he was informed of communication between the Conservation Resource Alliance, and EGLE regarding the Bank Erosion project at Riverside Park. The project scale seems to be smaller than originally anticipated. He hopes to have more concrete information within the next month or so. He has received a proposal for services from Dixon which will oversee maintenance on the water tower.

Department Reports

a. City Manager

Newkirk reported the DPW was able to replace all the water meters at MCC Schools over winter break. 700 pounds of copper will be recycled, which will assist with public works building maintenance. LED upgrades at City Hall are finished. He has been working with local company Wanna Buy Sheds for the previously approved shed purchase at Riverside Park. He met with County Administrator Knizacky concerning the needed electrical upgrades at the park. Unfortunately, the County is only permitted to lend money to local municipalities regarding infrastructure upgrades. He will continue to work with Knizacky on funding opportunities through the County's bond council. Finance committee will be working on the 2nd quarter budget.

b. Police Department

Murphy reported police presence over the holiday season went without incident. Officer Case attended a Defensive Tactic Certification training through the Sherriff's department. He is working on ordering the template for the new radio system previously approved. He

continues to work closely with the Ordinance committee and Attorney Alvarado on local blight infractions.

c. City Attorney

Absent.

d. Mayor

Spencer reminded those present, and residents property owners are responsible for clearing the sidewalks adjacent to their parcels in accord with Ordinance 95.36.

e. Treasurer

Absent

f. Committee Reports

1. Infrastructure

Truck route, water/electrical upgrades at Riverside Park. Water main replacements based on priority.

g. Mason County Commissioner Representative

Steve Hull was not in attendance.

h. MCRFA Representative

Bill Lehrbass was not in attendance.

Unfinished Business

a. Investment Policy

Newkirk provided the previous policy was drafted with very few updates in 2006. Assisted by other municipalities and outside resources the presented policy will move the City back into compliance with the State of Michigan. Newkirk advised our money is currently not "working for us". Once the policy is current with the state, we can make more specific decisions on investments and funding allocation.

Motion, by Alway with support from Yeomans to approve the investment policy as presented.

Motion carried.

New Business

a. City Board Appointments

Reappointment of Joe Knowles on the Downtown Development Authority Board.

Two seats remain open.

Appointment of Carole Yeomans and Ari Hoekstra to the Parks & Recreation Board.

***Commissioner Nate Yeomans abstained from this motion.*

Motion, by Alway with support from Graham to fill open/expiring seats as presented.

Motion carried.

Public Comment

None.

Council Member Comments

Alway voiced concern that Jabrocki Excavating is not upholding its contract with the City for seasonal sidewalk maintenance.

Cooper noted as a resident she was not aware it was her responsibility to clear sidewalks adjacent to her property. An updated "welcome packet" including pertinent information as such was discussed.

Spencer welcomed Meg Cooper to the Commission and offered her assistance in any way.

Adjourn

Motion, by Yeomans with support from Seiter to adjourn.

Motion Carried 7:03 PM

Mayor, Marcy M. Spencer

Clerk, Kelse Lester



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 1-24-22

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
VISA	1-2022	POLICE, CITY SUPPLIES, DPW SUPPLIES	GENERAL FUND	\$2,647.41
BLUE CROSS BLUE SHIELD	1-22	INSURANCE	GENERAL FUND	\$378.19
RICKY MORSE	1-17-22	FUEL	MOTOR POOL F	\$174.41
SCOTTVILLE POSTMASTER	1-18-22	477 POST CARDS	SEWAGE DISPO	\$190.80
USA BLUE BOOK	836672	WATER SUPPLIES	WATER SUPPLY	\$130.48
MILLER WELDIING SUPPLY	250011	SUPPLIES	GENERAL FUND	\$147.34
DTE ENERGY	1-2022	HEAT CITY HALL	GENERAL FUND	\$512.61
DTE ENERGY	1-11-22	HEAT DPW	GENERAL FUND	\$851.55
PARTS PLUS OF MASON C	1-2022	SHOP SUPPLIES, EQUIP REPAIR	GENERAL FUND	\$208.44
STEVE CASE	1-2022	TRAINING-TRAVEL	GENERAL FUND	\$440.35
PHILLIP STONE	1-2022	TAX REFUND	GENERAL FUND	\$1,154.55
JACKPINE BUSINESS CENT	471737-0	DDA BROCHURES	DDA OPERATIO	\$34.00
TGG SOLUTIONS	1-2022	DISABILITY INS	GENERAL FUND	\$368.95
MASON COUNTY TREASUR	1-11-22	TAX DISBURSEMENT	ESCROW TAX F	\$32,581.84
WEST SHORE ESD	1-11-22	TAX DISBURSEMENT	ESCROW TAX F	\$34,511.37
MASON COUNTY CENTRAL	1-11-22	TAX DISBURSEMENT	ESCROW TAX F	\$76,441.34
WEST SHORE COMMUNITY	1-11-22	TAX DISBURSEMENT	ESCROW TAX F	\$29,503.39
MASON COUNTY RURAL FI	1-11-22	TAX DISBURSEMENT	ESCROW TAX F	\$14,467.26
LUDINGTON MASS TRANSP	1-11-22	TAX DISTRI.	ESCROW TAX F	\$621.71
CITY OF SCOTTVILLE TAX	1-11-22	TAX PAYOUT	ESCROW TAX F	\$16,966.78
HERLEIN	WATER REFUND	WATER REFUND	WATER SUPPLY	\$13.21
SPECTRUM HEALTH	12-24-21	BLOOD DRAW	GENERAL FUND	\$25.00
MI MUNICIPAL LEAGUE (M	1-21	DUES MEMBERSHIP	GENERAL FUND	\$1,348.00
CHRIS CARR MECHANICAL	3214	FURANCE REPAIR	GENERAL FUND	\$125.00
AMERICAN LEGAL	14181	INTERNET RENEWAL	GENERAL FUND	\$495.00
SHILLINGER,CALEB	MAIS-000404-0000-0	UB refund for account: MAIS-000404-0000	WATER SUPPLY	\$25.02
CONSUMERS ENERGY	206791271026	105 GREEN	DDA OPERATIO	\$62.35
BS & A SOFTWARE	139193	ANNUAL REVIEWAL GL, AP, PAYROLL, UB	GENERAL FUND	\$2,062.00
DISTRICT HEALTH DEPART	201503134	POOL FEE	GENERAL FUND	\$80.00
DISTRICT HEALTH DEPART	201503133	CAMPGROUND INSPECTION	GENERAL FUND	\$120.00
CITY OF SCOTTVILLE--WA	1-12-22	601 FIRST	GENERAL FUND	\$136.34
CITY OF SCOTTVILLE--WA	1-17-22	325 US 10	GENERAL FUND	\$45.50
CITY OF SCOTTVILLE--WA	1-13-22	148 S MAIN	DDA OPERATIO	\$55.40
CITY OF SCOTTVILLE--WA	1-18-22	305 US 10	GENERAL FUND	\$25.60
CITY OF SCOTTVILLE--WA	1-15-21	105 N MAIN	GENERAL FUND	\$72.50
CITY OF SCOTTVILLE--WA	1-16-22	225 US 10	GENERAL FUND	\$25.60
CITY OF SCOTTVILLE--WA	-1-18-22	650 S SCOTTVILLE	GENERAL FUND	\$107.50



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FOR CHECKS TO BE DATED 1-24-22

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
REPUBLIC SERVICES	0239-003034118	GARBAGE-RECYCLE SERVIC	GARBAGE AND	\$8,786.11
CITY OF LUDINGTON	4TH QTER 2021	4TH QUARTER 2021	WATER SUPPLY	\$34,587.62
KIESLER POLLICE SUPPLY	IN180571	AMMO	GENERAL FUND	\$981.96
KIESLER POLLICE SUPPLY	IN181036	2 9MM PISTOLS	GENERAL FUND	\$1,022.68
LARSON'S ACE HARDWARE	59050	SHOVELS CITY HALL	GENERAL FUND	\$99.97
SPECTRUM	1-2022	CABLE VISION	GENERAL FUND	\$751.69

TOTAL OF SCHEDULED CHECK RUN: \$263,386.82

To whom it may concern,

My name is Jessica Curtin and I grew up in the Mason County community. My partner and I recently opened a small business, Gold N Deals, located on Main St. Deciding to become business owners in the heart of Scottville was the best decision we could have made. The respect and admiration we have for this community is abundant. We strive to assist and help Scottville's residents in any way we can, and give back to the community every chance we get. Through many of our customers, we have heard of what a booming town Scottville used to be. I wish to be a part of the growth and development in making Scottville the beautiful, active town it once was. This is why I am taking my involvement a step further by applying to become a member of the Downtown Development Association. Please accept my letter of intent and interest.

Thank You,

Jessica Curtin

231-887-1087

Jcurtin90@hotmail.com



PETOSKEY PLASTIC INC - CUSTOM QUOTE FOR:
City of Scottville – Jimmy Newkirk

DATE: 01-20-22

Part # / Description	GAUGE	COLOR	CS COUNT	Freight Terms	CASE PRICE	** MOQ
FG-S8444-01 - City of Scottville 30 X 37	1.5 mil	Blue	200	Delivered	\$43.50	150

= \$6,525-

** MOQ=Minimum Order Quantity (3 pallets)
 Lead Time – 6-8 Weeks

We will be happy to supply any further information you may need and trust that you call on us to fill your order, which will receive our prompt and careful attention.

Kim Jakubiak | Sales Program Specialist

Tel: 231-347-2602 Ext. 3018 | Fax: 231-347-2878 | Direct: 231-439-3018

kjakubiak@petoskeyplastics.com | www.petoskeyplastics.com

One Petoskey St. | Petoskey, MI 49770

Our mission at Petoskey Plastics is to earn the appreciation and respect of our customers, associates, and communities.