

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

The 1370th Regular Commission Meeting of the Scottville City Commission was held on January 18, 2016 and called to order at 5:30 p.m. by Mayor Maki.

Roll Call was taken with the following members present:

Commissioners	Sally Cole Connie Duncil Ann Genson Bruce Krieger Richard L. Maki
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Absent	Marcy M. Spencer
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Also in attendance were City Manager Williams, Clerk Howe, Chief Riley and Attorney Thompson.

APPROVAL OF THE MINUTES

Motion, by Krieger and seconded by Duncil, to approve the 1369th Regular Meeting Minutes. Motion carried.

APPROVAL OF THE BILLS

Motion, by Duncil and seconded by Cole, to approve the bills in the amount of \$198,160.09. Motion carried.

HEARING OF THE CITIZENS

None.

COMMUNICATIONS

None.

**REPORTS
CITY MANAGER**

Williams noted the Finance Committee would be meeting on Monday, January 25 at 7:10 a.m. at City Hall.

Williams stated that she had submitted a current copy of the members who serve on the City Commission and each board/commission of the City. She noted there are vacancies on the DDA Board and most recently on the City Commission.

CITY ATTORNEY

Thompson stated he continues to work on issues associated with the upcoming water project. He noted he was able to locate the deed for the water tower at the Register of Deeds office.

POLICE DEPARTMENT

Riley stated the annual activity report was submitted for review.

TREASURER'S REPORT

Williams stated the monthly financial reports were submitted for review and noted the Finance Committee continues to work on the budget. Commissioner Krieger questioned the following line items:

- General Fund – Riverside Park – Capital Outlay

Williams noted this was money used for the upgrades to the old bathrooms. The project was not completed before June 30 so some of the expenses were carried over to the current year even though all the money was budgeted for the previous fiscal year.

- General Fund – Construction – Street Signs

The State of Michigan requires municipalities to upgrade all their street signs with reflector material. Williams stated she received a decent price for the materials that are needed so she ordered more than was originally budgeted for to take advantage of the cost savings.

- General Fund – Local Streets - Contracted Work

Williams stated it was for tree removal.

- DDA Operations - Expenditures – Design Committee

Williams noted even though the Main Street Program does not exist anymore, money from the program was budgeted for the Christmas decorations and watering the flower baskets. Williams stated before there was a Main Street Program the DDA funded these two projects and this will be a topic of discussion at future meetings to decide if they want to resume funding the projects or not. Williams noted revenue is generated each year for the flower baskets through donations, which helps offset the cost.

- Waste Water Treatment – Capital Outlay

Williams stated part of the amount was due to the purchase of two grinder pumps and she would have to research the remaining amount and report back to him.

DDA REPORT

No reports were available.

ADDITIONS AND DELETIONS TO THE AGENDA

None.

OLD BUSINESS

Williams stated at the last meeting a verbal resolution was passed to limit parking on the west side of the 100 block of North Main Street to two hours. Thompson would prefer to have a written resolution in place that states specifically what the time limit is, which parking spaces are involved. etc. This would make it easier to enforce. Chief Riley could write a temporary traffic order and post it until the resolution can be presented and approved by the Commission at a later date.

Williams stated there was also discussion at the last meeting whether to limit parking to two hours on the east side of the 100 block of North Main Street and also the east and west sides of South Main Street. It was the consensus of the Commission to send this issue to the DDA and the Planning Commission for further discussion and a recommendation. Genson stated she would be reluctant to approve a two hour limit on parking in the whole business district because she feels it would be sending out the wrong message and discourage people from visiting the businesses.

Williams stated a survey was sent out in the last newsletter asking feedback from the residents about what time they would prefer the Commission meetings to be held at. Out of 673 surveys that were sent out only 23 were returned. Williams noted due to the lack of responses and there was not one time slot that overwhelmingly received more votes than the others she recommended the start time remain the same at 5:30 p.m. It was the consensus of the Commissioners to keep the start time as is.

Williams stated the Commission recently approved a water rate increase based on information received from Umbaugh and Associates the firm that did a water rate study, but at the time of the approval Williams was unaware that Ludington would be increasing their rates at a higher amount than originally anticipated. Williams stating she is recommending the Commission increase the water rates by an additional 1.5% in order to

keep up with the increase that Ludington will be passing on to the City of Scottville. Williams noted Ludington has been increasing their rates since 2010, but the City of Scottville has not done the same until December 2015. Williams noted the City of Ludington increased the treatment cost of sewer 19%, which averages out to about an additional \$11,000 per year in fees. Williams stated to generate enough money to make up the extra \$11,000 residents will see an increase of 7% on the sewer portion of their bill. The 7% will not affect the readiness-to-serve fees, but just the usage fees. Williams stated the Finance Committee has reviewed and recommends the rate increase. She noted with these proposed new rates a resident who uses 4,400 gallons of water would see an increase of \$.44 on the water portion and \$1.76 increase on the sewer portion of the bill. Motion, by Duncil and seconded by Krieger, to approve the rate increase for water and sewer as presented, effective February 2016. Motion carried.

NEW BUSINESS

Williams stated she received an e-mail from Ward 1 Commissioner Ed Hahn that stated he wished to resign from the City Commission effective Monday, January 11. Motion, by Genson and seconded by Duncil, to approve the resignation. Motion carried. Williams stated she would advertise the vacancy and any interested residents should submit a letter of interest to her by February 8. The Commissioners will then appoint someone to fill the vacancy at the February 15 meeting.

HEARING OF THE CITIZENS

None.

COMMISSIONERS REPORTS AND COMMENTS

None.

ADJOURN

It was moved by Krieger and seconded by Cole to adjourn. So carried at 5:56 p.m.

Richard Maki, Mayor

Deborah A. Howe, Clerk

