

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

The 1408th Regular Commission Meeting of the Scottville City Commission was held on August 21, 2017 and called to order at 5:30 p.m. by Mayor Krieger.

Roll Call was taken with the following members present:

Commissioners	Leon Begue Sally Cole Tom Donald Connie Duncil Bruce Krieger Marcy M. Spencer
Absent	Sue Petipren

Also in attendance were City Manager Williams, Clerk Howe, Chief Riley and Treasurer Shafer-Headworth.

APPROVAL OF THE MINUTES

Motion, by Cole and seconded by Spencer, to approve the 1407th Regular Meeting Minutes. Motion carried.

APPROVAL OF THE BILLS

Shafer-Headworth noted the check to Ameri-First was for the overpayment of summer taxes for a property owner. Motion, by Begue and seconded by Duncil, to approve the bills in the amount of \$56,360.66. Motion carried.

HEARING OF THE CITIZENS

None.

COMMUNICATIONS

None.

**REPORTS
CITY MANAGER**

- New City map has been completed and is on display in the front office.
- USDA will not bid out the work for East Second Street until B & L submits their final payment request and releases the final paperwork for the water main replacement project. Williams told the engineers to treat the claims from B & L as past due and she notified Fleis & Vanderbrink that the City wants to terminate

the contract or start liquidated damages because she wants to close out the project.

- The next meeting will be held Tuesday, September 5th due to the Labor Day holiday on September 4th. New City Hall hours will begin September 1, which are Monday – Friday from 8:00 a.m. – 5:00 p.m.
- The Parks and Recreation Board will meet to discuss the possibility of purchasing video cameras for the boat launch.
- East Second Street will be closed for a couple of days between Columbia and South Main Street to allow for testing to be done in the street where some old storage tanks were removed.

CITY ATTORNEY

No reports were available.

POLICE DEPARTMENT

- Investigating a couple of gas drive-offs.
- Researching some grant opportunities for a new computer for the police cruiser.

TREASURER'S REPORT

- Final trial balance report for June 30, 2016 was submitted for review.
- Journal entries and auditor's entries are complete.
- Money did not need to be transferred from the General Fund to the water fund as originally thought would have to happen.
- General Fund finished the year with an increase of slightly less than a \$5000.
- Major Streets was down due to the North Main Street project.
- Local Streets finished the year as expected, thanks to a mild winter.
- DDA put just a little over \$5,000 into its Fund Balance.
- Auditors will give a full report in October.

COMMITTEE REPORTS

Ordinance Committee

- Discussed the Rental Ordinance.
- Will be meeting with representatives from the City of Ludington and City of Manistee and their SPICER group to discuss what works and doesn't work regarding their rental ordinance.
- If Scottville moves forward with the rental ordinance it has to be self-supporting.

Personnel

- Will review each job description and revise if necessary.
- Will discuss some issues the employees have regarding the context of the personnel manual.

Infrastructure

- Did not meet.

Charter

- Will discuss this later in the meeting.

Building and Grounds

- Reviewed the new City map and are pleased how well it turned out.

- Some issues that are going on with Fourth Street have been referred to Thompson.
- They agree that the City should add the additional streets per Dennis Dunlap's recommendation. An ordinance will be presented after the first of the year for approval.

ADDITIONS AND DELETIONS TO THE AGENDA

New Business # 3- Purchase of new computer

OLD BUSINESS

Williams stated she contacted the owner of Mac's Tree Service the day after their last meeting and requested that they provide information on what steps would be taken when removing the trees from the cemetery. She also requested they submit the Liability Insurance Certificate the City requires. Williams asked that these requests be submitted to her before the Commission met that night and she never received them. Williams noted that Chop's bid was a bit higher, but it included the removal of a tree on North Thomas Street that Mac's would not bid on because it was entangled in the electrical lines. Chop also submitted a detailed bid that explained how the trees would be removed in the cemetery. After a short discussion it was moved, by Begue and seconded by Spencer, to award the tree removal bid to Chop of Grand Rapids MI. Motion carried. Because the tree bid was awarded two weeks later than originally planned, Williams stated she would extend the October 15 deadline, within reason, if Chop's asks for one.

NEW BUSINESS

Begue stated the Charter Commission has been busy reading and researching the information in the Charter. Many parts of the Charter were obsolete and needed revising. Begue read the Charter's Preamble and noted the Charter should reflect its meaning. Begue reviewed the proposed changes in chapters 1-3 as follows:

- Make the City one single ward.
- Reduce the number of members of the city governing body from seven elected members to five elected Commissioners, with one being the Mayor.
- Eliminate 1st and 2nd Ward Commissioners and replace with all Commissioner's At-Large.
- Refer to the members of the city governing body as Councilors instead of Commissioners.
- Williams noted the description for the boundaries is incorrect and needs to be updated to include the annexed 425 properties.
- The Commissioners will be compensated for their work and they will be paid with the first payroll in the month of October and April.
- A Commissioner who does not deal with the administrative services solely through the City Manager will be subject to penalties as stated in the Charter.

Begue noted there is a lot to do before the changes can be put on a ballot for the voter's approval and their recommendations are open for further discussion.

Williams stated the auditors are recommending a formal resolution be in place that explains what will be done with the money received for the sites that are sold at Brookside Cemetery. Motion, by Spencer and seconded by Donald, to approve the resolution for cemetery perpetual care as presented. Motion carried.

Williams stated as part of the SAW Grant they received, money was budgeted to purchase a laptop computer that will have GIS software installed on it. Williams gave the engineers the go-ahead to purchase the laptop, but they found out they would have to register it in their name for warranty purposes. The engineers have asked that the City purchase the laptop and then the City would be reimbursed from the grant money. Williams stated DMC could sell the City the exact same computer for \$100 less at \$2,299. Williams stated it would be beneficial for the City to buy local because DMC does their own maintenance work. Motion, by Duncil and seconded by Cole, to purchase the computer for the DPW from DMC. Motion carried.

HEARING OF THE CITIZENS

101st District Representative Ray Franz introduced himself and asked for everyone's support during the elections the following year.

COMMISSIONERS REPORTS AND COMMENTS

None.

ADJOURN

It was moved by Spencer and seconded by Krieger to adjourn. So carried at 6:07 p.m.

Bruce Krieger, Mayor

Deborah A. Howe, Clerk