

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

The 1410<sup>th</sup> Regular Commission Meeting of the Scottville City Commission was held on September 18, 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 Connie Duncil Sue Petipren Marcy M. Spencer
Mayor	Bruce Krieger
Absent	Thomas Donald

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

**APPROVAL OF THE MINUTES**

Motion, by Duncil and seconded by Spencer, to approve the 1409<sup>th</sup> Regular Meeting Minutes. Motion carried.

**APPROVAL OF THE BILLS**

●Spectrum Health Regional Lab-Blood drawn for a DUI arrest.

Motion, by Spencer and seconded by Cole, to approve the bills in the amount of \$158,772.00. Motion carried.

**HEARING OF THE CITIZENS**

Richard Weaver thanked Riley Kelley for his accurate reports of the Commission meetings in the LDN.

None.

## **COMMUNICATIONS**

The Mason County Rural Fire Authority Minutes were submitted for review.

## **REPORTS CITY MANAGER**

- Video equipment was installed at the boat launch. Williams purchased one additional camera (\$60.00) that will focus on the area of the fish cleaning station because that has expensive equipment. She received instructions on how to download the system and overall she is very happy with it. As part of the video camera package, the City will receive signs indicating that cameras are located on the property.
- The Mason County Road Commission will be detouring traffic to South Main Street when they do some scheduled work east of Scottville.
- Williams submitted a bid sheet for the 2002 Dakota that will be advertised for sale.
- B & L still have not submitted the close out papers for the water main replacement project. Williams has been in contact with the engineers and the USDA Rural Development several times and has asked them to begin the contract termination paperwork if they do not submit the close out papers in two days. USDA will not allow the City to enter into a contract with anyone else until this contract is closed out. Williams stated additional work needs to be done on Second Street, but they are at a standstill until this issue is resolved.
- Chop has agreed to remove the trees as noted in the bid and will begin the week of October 2 or October 9.
- Williams met with staff from the City of Manistee and their engineers called The SPICER Group about their rental ordinance. Williams feels she has enough information to present to the ordinance committee what does and does not work for other municipalities and believes it is time to move forward with it.

## **CITY ATTORNEY**

- Working on zoning issues.
- Recently learned about the fee for drawing blood from DUI drivers.
- Abate nuisance that will be discussed later in the meeting.

## **POLICE DEPARTMENT**

- Second cruiser is being fixed.
- Have received 3 applications for the part-time officer positions.

## **TREASURER'S REPORT**

Shafer-Headworth explained the process of accepting taxes and disbursing the funds to the appropriate entities such as the county, LMTA, etc.

## **COMMITTEE REPORTS**

### Finance/Ordinance

- Rental Ordinance
- BSA Software
- On-Call pay for the DPW
- Personal time off
- Police Car
- Two issues with grinder pumps.

### Infrastructure

- Did not meet the past month.

### Charter

- Will discuss later in the meeting.

### Building and Grounds/Public Safety

- Did not meet the past month.

### Personnel

- Reviewed some updates and are close to presenting it for approval.

## **ADDITIONS AND DELETIONS TO THE AGENDA**

None.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

Begue noted the outline he submitted with the proposed changes in the Charter is a helpful guide when reviewing the paperwork he submitted.

- Chapter 7, Section 7.7-Filling Vacancies. Extend the time frame to fill a vacancy on the City Commission from 30 days to 60 days.
- Chapter 7, Section 7.3(h) and 7.3(i) and 7.7(b). The word Commission should be replaced with the work Council.
- Chapter 8-Appointive Officers of the City-The section relating to the Justice Court and the establishment of the Justice of the Peace was eliminated because they are no longer applicable in current Municipal government.

- Chapter 9-Supervisors to the County Board-The chapter was eliminated because it is no longer applicable and positions are filled by the County's election process.
- Begue noted that careful consideration should be taken when comparing the proposed changes to the old charter because the chapters relating to Appointive Officers of the City and Finance and Budget have been moved around because they were a better fit. The body of those chapters remained basically the same except some of the wording was modified.

Williams stated in order for municipalities to be eligible for State grants through the Michigan Economic Development Corporation they have to participate in the Redevelopment Ready Community Program and part of that process was to fill out a self-evaluation form that was submitted for review. The second part of the process was to have someone attend some training sessions, which Williams did earlier in the year. The third part of the process is to pass a resolution stating the City wants to participate in the Redevelopment Ready Community Program. Williams stated the Planning Commission wants to use the self-evaluation form as a guide to updating the City's Master Plan, which will be beneficial for the City when working to become a Redevelopment Ready certified community. Williams stated it is crucial for the City to participate in this program because the State will not consider a request for a grant unless they have met the requirements as noted. Motion, by Cole and seconded by Spencer, to authorize the City to participate in the MEDC RRD program. Motion carried.

Williams stated the owner of a house located at 203 Crowley Street was notified earlier this year about the dilapidated condition of her house and was asked to take action to rectify the problem. The south east corner of the home is so badly damaged that it is falling apart, plus there are other concerns about the condition of the interior of the house. The owner is currently residing in a nursing home recovering from an injury. This house was given to the homeowner approximately 8 years ago through a grant program at the County level and she noted even though it was not a new modular home, it was in excellent condition and she does not know why it deteriorated so fast. Thompson stated the homeowner is poverty exempt from paying taxes, which is an indication that she does not have the money to pay for the repairs. Williams stated the homeowner was trying to get assistance from area agencies to help repair the damage, but those attempts fell through for whatever reason she does not know. Thompson stated the first step is to set a deadline for the nuisance to be abated. If that deadline is not made then the next step is for the Commission to authorize the attorney to obtain a court order from Circuit Court letting the City move forward with the abatement and have the home demolished, at the City's expense, because the property owner claims poverty exemption and pays no taxes. Thompson stated if the

situation gets to this point, Williams will get an estimate regarding the cost for the demolition so the Commission can take that into consideration when discussing this issue further. Motion, by Begue and seconded by Spencer, to set a deadline of November 18, 2017 for the homeowner to abate the nuisance. Motion carried.

Williams stated the pool at Riverside Park is approximately 25 years old and during that time only minimal maintenance work has been done to it. It is to the point that it needs major resurface work. Williams stated the pool is very popular with the campers and gets a lot of use. She received a quote from Acme Pool Construction out of Grand Rapids and they estimated the cost to remodel the pool would be \$14,600. Williams noted the estimate was based on conversations with park employees and e-mailed photographs. They were not able to visit the site so this estimate could be higher or lower depending on the actual condition of the pool. Williams stated this issue did go before the Parks and Recreation Board last week, but due to a lack of quorum, they were not able to make a formal recommendation although Williams noted the members have been aware of the dire situation and they have indicated in past meetings that it needs to be done. The next Parks and Recreation meeting is scheduled for October, but if they wait until then, it could be too late to be placed on Acme Pool Construction's schedule for next year. Williams noted the pool was installed with money received from a grant along with revenue generated from the chicken bar-b-cues. Motion, by Petipren and seconded by Duncil, to approve repairing the pool as needed. Motion carried.

Williams stated she was contacted by a coach for MCC's youth football program. They are seeking a permanent location for the players to practice on and schedule games on and asked if they could use McPhail Field from August through October 3 days a week. They would also like to place a 10' x 24' storage shed on site that is big enough to store their equipment. This would not be on a permanent foundation, so it could be removed if it needed to be. Williams stated she discussed the shed with the manager of McPhail Field and they decided the best place for the shed would be between the bathrooms and garage that are located on the north end of the field. Williams stated the youth program would donate money to the City to help offset the cost of maintaining the field. Williams sees no issues with their requests and it would be a great way to utilize the field, which is what it was intended for. Begue recommended the building be placed to the south of the field to prevent vandalism, but Williams stated she believes the proposed location would be a better fit. The consensus of the Commission was to grant the requests.

## HEARING OF THE CITIZENS

None.

### COMMISSIONERS REPORTS AND COMMENTS

Krieger asked about the status of the City's Master Plan.

Williams stated the Planning Commission would be splitting up into committees to discuss how to incorporate the self-evaluation form from the Michigan Economic Development Corporation into the plan.

Krieger asked about an alternative solution to dispose the remains of the fish that are left by the fishermen at the fish cleaning station.

Williams stated they are considering getting rid of the costly grinder and having the fish deposited into containers that will be picked up on a regular basis by a private person. This will likely take place next year in the spring, but she would have additional contact with the person who does this.

Duncil asked the reason for prohibiting campers from bringing in their own wood to Riverside Park.

Williams stated it is to prevent having wood that is diseased come in contact with the trees in the park. It is also a source of revenue for the park.

### ADJOURN

It was moved by Spencer and seconded by Cole to adjourn. So carried at 6:28 p.m.

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Bruce Krieger, Mayor

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Deborah A. Howe, Clerk

