

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

The 1387<sup>th</sup> Regular Commission Meeting of the Scottville City Commission was held on October 3, 2016 and called to order at 5:30 p.m. by Mayor Maki.

Roll Call was taken with the following members present:

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

**APPROVAL OF THE MINUTES**

Motion, by Genson and seconded by Begue, to approve the 1386<sup>th</sup> Regular Meeting Minutes. Motion carried.

**APPROVAL OF THE BILLS**

Motion, by Cole and seconded by Spencer, to approve the bills in the amount of \$32,683.77. Motion carried.

**HEARING OF THE CITIZENS**

Jamie Healy, executive director for the Mason County Habitat for Humanity, noted the Neighbor to Neighbor program that is going to involve the properties located at 104, 106 and 108 South Reinberg was rescheduled to take place on October 13, 14 and 15. Volunteers that can help with the labor and donations of food to feed the volunteers are greatly appreciated.

**COMMUNICATIONS**

Eric Vandop, from Brickley DeLong, presented the June 30, 2016 audit to the Commissioners. He noted the City of Scottville received a clean opinion from their firm, which is the highest opinion the auditors

can give. VanDop reviewed the audit and highlighted a few areas of importance, those being, but not limited to:

#### General Fund

- Revenue is down slightly from the previous year.
- Property taxes down from the previous year.
- Correction of tax capture for DDA the previous year-one time occurrence
- Personal property taxes were caught up in 2015.
- Increase in charges for services.
- Other sources of revenue down approximately \$10,000.
- Expenditures up from the previous year.
- Nice amount of money in fund balance for future projects.

#### Sewer Fund

- Charges up slightly due to the rate increase in January.
- Funds were received from the SAW grant.
- Operating expenses up from last year.

#### Water Fund

- Revenue up due to the rate increase in January.
- Total operating expenses down slightly from the previous year.

#### Retirement Fund

- City began a relationship with MERS in 2010.
- No significant issues that need addressing.

Due to the water main replacement project, the auditors will have to do a federal compliance audit along with the regular single audit next year.

Williams stated she submitted information about the public hearing that is scheduled by the Mason County Solid Waste Planning Committee regarding the amendment to the Mason County Solid Waste Plan. It is scheduled for 7:00 p.m. October 27 at the county office located at 102 East Fifth Street in Scottville. After the public hearing is held, the plan will be submitted to the City Commission for adoption.

### **REPORTS CITY MANAGER**

Williams stated smoke testing on the sanitary sewers, as part of the SAW grant, was recently done and they were able to locate areas where infiltration was entering the system by way of some catch basins that were tied into the sewer lines. Williams contacted the City's engineers for a recommendation and is waiting to hear back from them.

Paving of North Main Street will take place on Tuesday, weather permitting. They will also be paving the approach streets to Maple, Broadway and Beryl and then the following week paving will be done on Maple and Broadway Streets. Liquidated damages will still be in effect until the paving on the north side is completed. October 26 is the deadline to complete the whole project on the north and south sides, but it is doubtful the deadline can be met. A progress meeting is scheduled for October 11 and it will be determined at that time what part of the project can be finished before winter with the remaining of the project to be done in the spring.

The fall cleanup is scheduled for October 15. This is the last time the City will have a big cleanup. Beginning in January residents will be allowed to place one bulky item out for pickup the first Tuesday of each month at no charge.

Williams stated she received a quote from C & I Electric to replace the fire siren on top of City Hall at a cost of \$24,000. Williams stated she is doing research to find a less costly solution.

#### **CITY ATTORNEY**

Thompson stated he has been working with Williams regarding some zoning issues and has been to court for some city ordinances violations.

#### **POLICE DEPARTMENT**

Riley noted the monthly police report was submitted for review and they will be looking for a new part-time police officer to replace one of the officers who recently resigned from the department.

#### **TREASURER'S REPORT**

Shafer stated the monthly financial reports were submitted for review.

Krieger asked what the line item under Major Streets on page 5 was for.

Williams stated it was for the work done on First Street to repair the storm drain that washed out under the street.

## **DDA REPORT**

The Harvest Festival Committee meeting is scheduled for October 12<sup>th</sup> at 6:00 p.m. at the Scottville Library.

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

None.

### **OLD BUSINESS**

Williams stated an engineer submitted a change order for additional work regarding the water main project. Those changes are:

- Remove the islands in the parking lot of Lundquist Furniture to make it more user friendly.
- New storm sewers were installed on East Broadway and Main Streets.
- Clay plug for water main trench.
- Removal of additional old concrete on North Main Street.

Motion, by Begue and seconded by Krieger, to approve the change order # 1 for USDA Water Project in the amount of \$46,639.00. Motion carried.

Williams stated B & L Excavating submitted a request for payment, which taking into consideration liquated damages, totals \$235,670.37. Motion, by Krieger and seconded by Spencer, to approve pay request # 3 as presented. Motion carried. Williams noted liquated damages are no longer being applied to North Main Street, but continue on Broadway and Maple because those streets are still not completed.

Williams stated Jim Jabrocki submitted a proposal for snow removal this winter. Jabrocki currently holds the contract for snow removal in the east and west parking lots, the 100 blocks of North and South Main Street and State Street from WSB to the alley located in the 100 block of East State Street. Williams noted the only change to the proposal was for the cost of the loader from \$125 per hour to \$150 per hour. Williams noted he also included a proposal for sidewalk snow removal in the business district, but since the City enforces the removal of snow and ice from the sidewalks in this area, there have not been any real issues. Williams stated since she has been employed by the City, no one other than Mr. Jabrocki has bid on the snow removal contract. She noted his business is located in the City and he is a taxpayer. Begue stated as long as he has been involved with the City, he can only remember one other time that a second party bid on the contract. Motion, by Begue and

seconded by Cole, to approve the snow removal proposal as presented. Motion carried.

### **NEW BUSINESS**

Williams stated the 2008 police cruiser has some issues and she received two estimates from Dave's Truck and Auto for the repairs and labor that total \$2,333.17. Begue recommended the front end be aligned along with the repairs that will be done. Williams stated the City has had a great relationship with the Smedleys and they have always been true to their estimates. Motion, by Genson and seconded by Spencer, to approve the repairs to the police cruiser. Motion carried.

### **HEARING OF THE CITIZENS**

Ed Hahn asked, based on the audit, how much revenue from Riverside Park is contributed to the general fund.

Williams stated it was approximately \$20,000.00.

Ed Hahn stated based on the information the auditor presented how is the deficit in the pension plan going to affect the General Fund.

Williams stated it does not affect just the General Fund. The money for the pension plan comes from the wages of all the employees.

### **COMMISSIONERS REPORTS AND COMMENTS**

Krieger stated two residents who live on the east side South Main Street by Fourth Street and have property adjacent to property that the City owns have been disputing between themselves about property lines so he asked that the area be surveyed.

### **ADJOURN**

It was moved by Cole seconded by Spencer to adjourn. So carried at 6:16 p.m.

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Richard Maki, Mayor

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Deborah A. Howe, Clerk

