

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

The 1413th Regular Commission Meeting of the Scottville City Commission was held on November 6, 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 Sue Petipren Marcy M. Spencer
Mayor	Bruce Krieger

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

APPROVAL OF THE MINUTES

Motion, by Cole and seconded by Begue, to approve the 1412th Regular Meeting Minutes. Motion carried.

APPROVAL OF THE BILLS

The Commissioners questioned the following bills:

- MI Department of Environmental - Campground /Annual DEQ Water Permit for the campground.
- C-N-C Electric - Lift Station Pumps
- CSX – Right-of-way Lease

Motion, by Spencer and seconded by Duncil, to approve the bills in the amount of \$75,562.97. Motion carried.

HEARING OF THE CITIZENS

Kim Selig stated she is upset that she was denied some of the information she asked for through a F.O.I.A. request. She was also upset with the actions of Officer Babinec and Clerk Howe.

COMMUNICATIONS

Eric VanDop, from Brickley DeLong, reviewed the June 30, 2017 audit with the Commissioners and highlighted a few areas of importance, those being, but not limited to:

- The City had a single audit done along with the regular audit.
- Total revenue was \$674,221, which was approximately \$2,000 less than the previous year.
- Property taxes were up.
- Charges for services were down.
- Total expenditures were \$69,975, which was an increase of approximately \$20,000 from the previous year. Most of the increase was because a new part-time treasurer was hired.
- Auditor recommends the City keep a close eye on the water fund.
- New software for the water meters caused some calculation problems.
- The City received a clean audit.

Williams stated she applied for grant money through the Mason County Community Foundation and was happy to report she received \$3,000 that will be used toward a new computer for the police cruiser. Williams stated she appreciated their support.

REPORTS CITY MANAGER

- The new DPW employee started working for the City the previous week.
- Representative VanderWall will be having another coffee hour at City Hall on Monday, November 13 from 9 a.m. – 10:00 a.m.
- Some vandalism occurred with the bathrooms at McPhail Field. Evidence left at the scene points to some students from MCC as the culprits and this was brought to the attention of school officials. Extra precautions were taken when boarding up the bathrooms so hopefully no more vandalism will occur out there.
- The faulty grinder pump on East State Street is scheduled to be replaced and the homeowner has paid her portion of the cost.
- The City will be purchasing two grinder pumps; one will be used on East State Street and the other will be kept in stock for a future pump that would need to be replaced.
- Ordinance Committee and Attorney Thompson will be meeting on November 13 to discuss the Rental Ordinance.
- A copy of the power point presentation from a meeting the Optimist Club held the previous week was submitted for review. The reason for the meeting was to get input from the community as to what they would like to see the building be used for in the future.

CITY ATTORNEY

- Been to court for some traffic violations.
- Working on issues regarding blighted properties.
- Will give an update on the marijuana laws during the next Commission meeting.

POLICE DEPARTMENT

The monthly police report was submitted for review. Riley noted the department has been busy the past month.

TREASURER'S REPORT

Reports will be available at the next meeting.

ADDITIONS AND DELETIONS TO THE AGENDA

None.

OLD BUSINESS

Begue has created a handbook that will be a guide for the Charter Commission to use when they begin the process of reviewing and formatting the Charter into a document that is easier to read and reflects the relationship between the residents the City serves and the interface that currently exists between our community, the County, the State and the Federal Government. Williams stated five residents stepped forward and have agreed to be a member of the commission. Motion, by Petipren and seconded by Spencer, to appoint Bruce Smith, Carla Mayer, Dave Johnson, Bob Spangler and Rob Alway to the Charter Commission. Motion carried. If everything goes as planned the revisions will be put on the ballot of the August Primary. The proposed revisions will be available on line and hard copies will be available at City Hall so residents can review them before Election Day.

Williams stated the engineers have submitted a pay request to pay for engineering services and to reimburse the City for the cost of repairs on East Broadway when the contractors directional drilled into a sewer line. Motion, by Begue and seconded by Cole, to approve pay request #9 in the amount of \$116,233.02. Motion carried.

Williams stated the cost of a new computer for the police cruiser is \$6,309.00 and noted \$3,000 of that will be paid with the grant she received. Motion, by Spencer and seconded by Cole, to approve

purchasing a new laptop computer for the police department in the amount of \$3,309. Motion carried.

NEW BUSINESS

Due to the unknown future of the Scottville Optimist Hall, it is necessary to find another location for the elections to be held. A few options were considered and in the end it was the decision of Williams and Howe that the best fit would be at the Scottville Senior Center. Marcia Visscher who is the director of the center was contacted about the possibility of using the building for elections and she was very receptive of the idea. Motion, by Begue and seconded by Donald, to approve the resolution to approve the new polling location as presented. Motion carried. One of the steps in the process of moving a polling location is to issue new voter identification cards to all those registered voters with the new polling location on them. Voters should start receiving them in the very near future.

Williams stated she recently was in contact with Andy Campbell from Umbaugh and Associates regarding the SAW Grant the City was awarded. During the conversation Mr. Campbell mentioned that the City could get a better interest rate from a bank for the sewer loan they have with the County. Their rate is 3.25% over 20 years versus 4.5% the City is currently paying. Williams stated she contacted County Administrator Fabian Knizacky to see if the County would consider lowering the interest rate to match the bank's rate and after taking the issue to his Finance Committee, they agreed to lower the rate. The lower rate will save the residents approximately \$378,000 by paying off the loan about three years earlier. This item will be on the agenda for approval at the County Commissioner's next meeting scheduled for November 14. It will then be presented to the City Commission for formal approval. Williams and the Commissioners thanked Mr. Knizacky, who was in attendance, for the County's support.

Williams stated there are nine delinquent water bills in the amount of \$1,415.99 that need to be placed on the 2017 winter tax roll as special assessments. Motion, by Spencer and seconded by Donald, to approve the special assessments as presented. Motion carried.

Williams stated there are six past due invoices for lot mowing totaling \$1,603.13 that need to be placed on the 2017 winter tax roll as special assessments. Motion, by Cole and seconded by Begue, to approve the special assessments as presented. Motion carried. Williams stated contracting the mowing out to a private business went very well and she is recommending that they continue this practice next year. The

Commission can decide next spring whether to renew the contract with the current business or they can bid the mowing out.

Dr. Lewis Squires submitted a Parcel Division Application for the parcel of land he owns on North Scottville Road across from the G2S academy. He is asking that 3 acres be split off of his 6.84 acres. He has an interested party that would like to purchase it and construct a building on the site. This property is currently part of a 425 Agreement the City has with Amber Township. The two properties would have a shared driveway so only one curb cut would be required for access to the property. Motion, by Duncil and seconded by Spencer, to approve the parcel division request. Motion carried.

HEARING OF THE CITIZENS

None.

COMMISSIONERS REPORTS AND COMMENTS

Krieger asked about the status of the PAVER program.

Williams stated she would contact Dennis Dunlap and see how close the project is to being completed.

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

Williams stated the Planning Commission was scheduled to meet November 7. Chairman Alway has prepared a draft of what the Master Plan will look like, but there are still some small areas that need to be tweaked. Chairman Alway's goal is to present the draft to the City Commission in January for their review.

Donald asked about the status of the Old School House.

Williams stated the owner had planned on making a trip here this summer, but was injured and unable to come back. Williams and Thompson are going to send a letter asking for some kind of commitment from him about the future of the building.

Commissioner Donald submitted a letter of resignation from the City Commission noting he just started working full time and he does not have the time to be involved enough to cast informed votes on issues concerning the City. Donald stated the short time he has served on the Commission has been rewarding and has enjoyed it. The effective date of his resignation is December 31. Williams stated she would advertise the

vacancy and any residents in the second ward who are interested in the position can submit a letter of intent.

Petipren asked about the property where the old car wash once was.

Williams stated Blarney Castle has turned it into a green space.

Williams wanted to clarify a statement Ms. Selig made earlier in the meeting. The first F.O.I.A. she asked for a copy of a zoning variance for the property located next door to her. Williams stated there was no such variance and a copy of the assessor's card was submitted to her that should explain the issue she was referring to. Selig also asked for all police reports regarding incidents with her neighbor and those were provided to her. Selig also asked for a request of complaints regarding her parking over the sidewalk. Williams stated there is no such record and under the F.O.I.A. law if no record exists then a report does not have to be created. Williams can only provide paperwork for a request if it is an actual document and that was explained to Ms. Selig. Williams stated she received another F.O.I.A. request for a copy of the policy and procedure for the ticket she was issued. Williams replied to her with a copy of the ordinance pertaining to parking tickets. She also asked for paperwork for the complaint about her parking on the sidewalk, which was denied again because no such report exists.

ADJOURN

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

Bruce Krieger, Mayor

Deborah A. Howe, Clerk