

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

The 1402nd Regular Commission Meeting of the Scottville City Commission was held on May 15, 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 Sue Petipren Marcy M. Spencer
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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 1401st Regular Meeting Minutes. Motion carried.

APPROVAL OF THE BILLS

Motion, by Begue and seconded by Spencer, to approve the bills in the amount of \$69,224.84. Motion carried.

HEARING OF THE CITIZENS

Kathy Winczewski, 408 North Rowe Street, noted she serves on the City of Ludington council and she was there that evening to observe how the City of Scottville runs their Commission meetings.

COMMUNICATIONS

Williams stated the monthly Mason County Rural Fire Authority Minutes were submitted for review.

**REPORTS
CITY MANAGER**

- Water pressure has been restored and the water tower project is finished, although there are a couple of minor punch items that need to be completed.
- The landscape contractor was a no show the previous week.
- Three areas on East Broadway have been patched.
- Williams will be in training for three days the following week.
- The auditors will be in house on Friday, May 26.

- The DDA will have a cleanup in the business district on Saturday, May 20 beginning at 9:00 a.m.
- The Mason County Growth Alliance is asking for assistance in collecting data for a community technology assessment. Information about the survey will be available at the front counter of City Hall.

CITY ATTORNEY

Thompson stated he has been working on the ground water ordinance, street vender ordinance and nuisance ordinance regarding a grinder pump.

Thompson stated he has been doing a lot of research regarding rental ordinances. With a few tweaks he feels the City of Ludington's ordinance would be a good fit for the City of Scottville, but the administration portion of the ordinance needs to be explored and discussed further before they move forward to adopt the ordinance. Thompson stated some of the things that need to be taken into consideration are:

- The cost of the landlord fees.
- The cost to pay an inspector.
- What are the qualifications of the inspector?
- What are the consequences if the landlord does not pay their fee?
- A list of standards that will be used for the inspections.

Mayor Krieger recommended the issue be sent to the Finance and Ordinance Committees for further research.

POLICE DEPARTMENT

Riley stated his department has issued 41 warnings and written 16 tickets regarding blight.

TREASURER'S REPORT

Headworth-Shafer noted the monthly police reports were submitted for review.

COMMITTEE REPORTS

Finance

- Discussed the pros and cons of changing the monthly billing for water to a quarterly billing. The committee feels it would be too big of a burden for the customer to budget for a quarterly bill so a decision was made to keep the billing as is on a monthly basis.
- Sculpture fund
- MSHDA Blight Grant

Ordinance

- Reviewed the blighted property list.
- Recommended the street vending ordinance be presented to the full commission for approval.

- Recommended that the City take the next step toward a property owner who is in violation of the sign ordinance.
- Discussed the issue of a property owner who will not repair their grinder pump.

Personnel

- Have reviewed and made changes to the personnel manual and are ready to present it to the Commission for approval.

Infrastructure

- Have not met this past month.

Charter

- Several changes have been made to the charter. Paperwork with the revised changes were submitted to the Commissioners for review. Begue offered to meet with each of the committees to discuss the changes and answer any questions they may have.

Building and Grounds

- Reviewed the information on alley abandonment.
- City map needs to be updated. Mason County Equalization Dept. will undertake this task at a cost of approximately \$200.00.
- The Orton and Durfee families are no longer feuding amongst themselves.
- It was discovered that a small portion of the building located at 145 South Main was built on City property so it will be sold to the owner.

ADDITIONS AND DELETIONS TO THE AGENDA

None.

OLD BUSINESS

Williams stated the amendment to the Ground Water Ordinance was discussed at their last meeting. Williams stated she did confirm with Admiral Gas Station that they are aware of the other gas stations that were located at the intersection. They are asking that the map be extended further west and south from the original area. The first reading of the amended ordinance will be held at the next meeting.

Williams stated Thompson has revised the street vending ordinance to better serve our needs. The original ordinance was vague and referred to door-to-door vendors and was not necessarily written for food truck vendors. The ordinance does specify where people are prohibited from selling their products. Williams stated last year an ice cream vendor applied for a permit and the City had no complaints or problems with them. The same people have applied again this year. Thompson noted the fees will be approved by resolution. Krieger stated the ice cream truck plays music to attract customers and he wondered about the noise restrictions of the ordinance. Thompson state it would not be a problem because the music is less than 60 decibels. Motion, by Spencer and seconded by Cole, to approve the first reading of the amendment to the street vending ordinance. Motion carried. Petipren voted no.

NEW BUSINESS

Williams stated a resident has a grinder pump that is not working properly and is allowing raw sewage to be spilled out onto their yard. This has been an on and off problem over the last several months. In the past the property owner has been written two tickets and she has had it temporary fixed, but this time she has done nothing to correct the problem so Williams is recommending the Commission pass a resolution to abate the nuisance. This will allow the City to make arrangements to have the problem with the grinder pump resolved at the property owner's expense if the owner does not fix the problem by the deadline of May 31, 2017. The cost of the pump plus labor, etc. would cost approximately \$3,000.00 and would be added to the property owner's tax roll as a special assessment. Williams stated she has contacted the health department about the problem, but they have declined to offer assistance. Motion, by Krieger and seconded by Cole, to set the deadline for the resolution to abate nuisance. Motion carried.

Williams stated a DPW employee discovered a lot of debris at the bottom of one of the pumps at the Fifth Street lift station and it needs to be cleaned out professionally. Smith sought two bids for the cost to clean the pump and only received one back from Northern A-1 Environmental Services at a cost of approximately \$2,400. They reached their estimate based on conversations with Smith and pictures that were sent to them. Motion, by Begue and seconded by Donald, to approve the bid as presented. Motion carried.

Williams stated the roof on the cemetery chapel and the two pavilions located at Riverside Park are in desperate need of new roofs. Williams prepared a bid document and noted the bids will be due by June 7 and the work will not take place until after the new fiscal year. Williams noted depending on what the costs are, they can do all three roofs or part of them, but she highly recommends the chapel be done this year because it is in the worse shape. Petipren noted the pavilion by the office is in very poor shape and she would like to see it replaced. Williams stated that could be included in the master plan that the City is currently working on. Motion, by Begue and seconded by Spencer, to approve bidding out the work for replacing the roofs as presented. Motion carried. Williams stated the pavilion can be painted by the staff this year.

HEARING OF THE CITIZENS

None.

COMMISSIONERS REPORTS AND COMMENTS

Krieger noted he is hopeful the signs regarding no bikes or skateboards in the business district do some good.

Krieger stated the Commission has been fighting blight for approximately two years and they have seen some great results, but there is still room for improvement and they will continue to fight blight.

Petipren asked if a refuse container could be placed on the disc golf course at Riverside Park to help control litter.

Williams stated she would have a park employee put one there.

Petipren asked why the park lost so much money in wood sales.

Williams stated they did not lose money. The park purchased several bundles of wood for the new season and has not sold enough to show a profit yet. They always make money on wood sales.

ADJOURN

It was moved by Begue seconded by Spencer to adjourn. So carried at 6:30 p.m.

Bruce Krieger, Mayor

Deborah A. Howe, Clerk