

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

The 1432nd Regular Commission Meeting of the Scottville City Commission was held on August 20, 2018 and called to order at 5:30 p.m. by Mayor Pro-Tem Spencer.

Roll Call was taken with the following members present:

Commissioners	Leon Begue Sally Cole Connie Duncil Ann Genson Sue Petipren Marcy M. Spencer
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Absent	Bruce Krieger
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Also, in attendance were City Manager Williams, Clerk Howe and Chief Riley.

APPROVAL OF THE MINUTES

Motion, by Duncil and seconded by Begue, to approve the 1431st Regular Meeting Minutes. Motion carried.

APPROVAL OF THE BILLS

Motion, by Cole and seconded by Petipren, to approve the bills in the amount of \$134,569.92. Motion carried.

HEARING OF THE CITIZENS

None

COMMUNICATIONS

Williams received correspondence from the MML that the City would be receiving additional street funding, which will be used for various streets in need of repairs.

Representative Curt VanderWall will be holding his coffee hour on Monday, August 27 from 3-4 p.m.

REPORTS CITY MANAGER

- Confirmed that the old parking space lines will be ground off before the new ones are painted on.
- Republic Service no longer accepts glass containers at their facility in Manistee. There is a location in Muskegon that accepts glass at this time if people are willing to travel to that area.
- The first round of trash carts have been delivered and there are several more that will receive theirs in September.
- Justin Coleman has been hired for the vacant DPW position.
- The next Commission meeting will be held Tuesday, September 4.

CITY ATTORNEY

No reports were available.

POLICE DEPARTMENT

No reports were available.

TREASURER'S REPORT

No reports were available.

COMMITTEE REPORTS

Ordinance

- Blight Properties
- Reviewed Fee Schedule
- Crack Sealer
- Nelson Street Right-of-Way
- Sign Ordinance

Finance

- Water Department Software
- Garage Door for Police Department

Infrastructure

Did not meet.

Charter

Did not meet.

Building and Grounds

Did not meet.

Personnel

Did not meet.

ADDITIONS AND DELETIONS TO THE AGENDA

None.

OLD BUSINESS

Williams noted a crack sealer was budgeted for this fiscal year as a recommendation from Dennis Dunlap who did the PAVER study. It will be used by the DPW to fill in the cracks in the streets so water does not get down into the foundation and freeze and cause problems. After some research a walk behind model was found that would work the best at a price of \$1099.00. A pallet of filler would cost \$2199.00, which is more cost effective than purchasing a few bags at a time. There would be no shipping cost from the company. The Finance Committee gave their approval for the purchase. Motion, by Cole and seconded by Begue, to approve the crack sealer and filler as presented. Motion carried.

NEW BUSINESS

For the last few years or so the MCC K-5 Elementary PTC has sponsored a Color Run to raise funds for various projects. This year's event is planned for Friday, September 21 beginning at 6:30 p.m. Participants will run along a series of streets beginning and ending at the high school. There will be a police officer available that evening if needed and volunteers from the fire department will be manning the intersections to make sure the kids stay on course. Motion, by Genson and seconded by Cole, to approve the Fun Run request as presented. Motion carried.

The current garage door for City Hall was installed more than 21 years ago and has been repaired several times over the last few years. It is to the point that it has become too costly to maintain anymore so Williams sought out some bids for a new door. The Finance Committee reviewed the bids and it is their recommendation to purchase the garage door and track system for an amount of \$2,493.00 from Cadillac Garage Door, Inc. This would also include the installation of the door. Motion, by Begue and seconded by Petipren, to approve the new garage door as presented. Motion carried.

An engineer from the DEQ recently made a visit to Scottville to discuss how the DPW operates the water department and reviewed their

record keeping, which is done on paper. Because more documentation will be required from here on out, he strongly recommended that they purchase software from Silversmith that is more efficient for record keeping. The software will enable the employees to keep track of several different components. A new tablet will also allow the employees to use the software in the field to help them locate shut off valves. The cost of the software, the rights to use it and the tablet is \$6,150.00. There will also be a \$1,250.00 annual fee and \$600.00 for telephone service. Williams noted she had planned on including the software in next year's budget, but changed her mind when she learned of the urgency to purchase it now. A representative shared a demo of the software with the DPW and they were impressed with it. The Finance Committee reviewed the quote and literature and it is their recommendation to move forward with the purchase. Motion, by Begue and seconded by Genson, to purchase the software as presented. Motion carried.

HEARING OF THE CITIZENS

Bill Lehrbass, Scottville's MCRFA representative noted he had submitted their annual audit and they have purchased two new trucks.

COMMISSIONERS REPORTS AND COMMENTS

None.

ADJOURN

It was moved by Begue seconded by Duncil to adjourn. So carried at 5:52 p.m.

Marcy M. Spencer, Mayor Pro-Tem

Deborah A. Howe, Clerk