

CITY OF SCOTTVILLE
COMMISSION MEETING AGENDA
City Hall 105 N Main St

1538th Regular Meeting Monday February 13th, 2023, at 6:00 PM

1. Call to Order at 6:00 PM
2. Pledge of Allegiance
3. Roll Call
4. Additions to the Agenda
5. Approval of Agenda
6. Approval of the Consent Agenda

All matters listed under item 6, Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. Approval of 1537th Regular Meeting Minutes
- B. Approval of Bills in the amount of \$108,500.15

7. Correspondence

8. Department Reports

- a. City Manager
- b. Police Chief
- c. City Attorney
- d. Mayor
- e. Treasurer/Clerk
- f. Assessor
- g. Department of Public Works
- h. Committee Reports
- i. Mason County Commissioner Representative
- j. MCRFA Representative

9. Unfinished Business

- a. Scottville Walkability Plan-MSU

10. New Business

- a. Partial Term Commission Vacancy Appointment
- b. Hazardous Waste Disposal Program
- c. Chamber of Commerce

11. Public Comment

Those addressing Council are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but will not have a response at this time. Letters submitted to Council will not be publicly read. Thank you for your cooperation.

12. Council Members Comments

13. Adjournment

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

The 1537th Regular Commission meeting of the Scottville City Commission held at City Hall 105 N. Main St on January 23rd, 2023. Called to order at 6pm by Mayor Marcy M. Spencer.

Present at Roll Call:

Alway

Copenhaver

Pettit

Seiter

Spencer

Absent: Graham

Also in attendance: Manager Newkirk, Clerk Lester, Treasurer Shafer, & City Attorney

Additions/Deletions to Agenda- None

Approval of Agenda

Motion, by Seiter with support from Copenhaver to approve the agenda as presented.

Motion carried.

Approval of Consent Agenda

Motion, by Seiter with support from Copenhaver to approve the consent agenda as presented.

Motion carried.

Correspondence- Local Economic Development Update.

Department Reports

a. City Manager

Pre-meeting report provided. Newkirk added he attended the Chamber of Commerce meeting. Almost 100 city parcels have been bought/sold in the last 18 months. This will add to the taxable value within city limits. He is excited that people are looking to invest in Scottville. Water alley main water contracts are signed, acquisition of quality water pipe and contractor availability are the next phases of the project. Newkirk has spoken with Supervisor Jim Gallie concerning the potential 425 agreement. This would bring forth new opportunities of development, more details to come. Newkirk toured the city with students from MSU to begin their planning practicum assignment to connect city resources and amenities. They (after the packet was distributed) provided their scope of services. They will be presenting late April/early May. Now that our water loss has been reduced with the implementation of new meters on key properties Michigan Rural Water Association will be conducting a water rate study, however no date has been set.

b. Police Department

Statistical report provided. Skinner reminded commissioners volunteers are needed for the Family Affair March 18th at MCC.

c. Mayor- None

d. Attorney- None

e. Treasurer/Clerk- Revenue expenditure report provided by Shafer. Notice of post-election audit with the BOE and County Clerk offered by Lester.

f. DPW- None

g. Assessor- None

h. Committee Reports- None

i. Mason County Commissioner Representative-

Hull gave a brief update. Commissioners and committees are settling into their respective roles with the turn of the year. A work session regarding a senior service position to serve as a liaison between the county and area senior centers will be held tomorrow.

- j. MCRFA Representative -None

Parks & Recreation 5-year Plan Public Hearing*

- a. Motion, by Alway with support from Seiter to close the 1537th Regular Commission Meeting and Open the Public Hearing.

Motion carried.

Five-year Recreation Plan Draft presented by Fleis&Vandenbrink representative Matt Biolette.

- b. Commissioner Comments/Questions

None

- c. Public Comments/Questions

None

- d. Motion, by Seiter with support from Copenhaver to close public hearing and reconvene 1537th Regular Commission Meeting.

Motion carried.

Unfinished Business

- a. 5-Year Park & Recreation Plan 2023-2027

Motion, by Alway with support from Seiter to approve resolution 23-02 Park and Recreation 5-year plan drafted by Fleis&Vandenbrink as presented.

Roll call vote.

YES: MS, RA, DC, KP & AS

NO: Zero

ABSENT: RG

Motion carried.

- b. Police Vehicle Bid Selection Resolution 23-03

Mayor Pro-Tem Seiter opened sealed bids at this time

Motion, by Spencer with support from Alway to accept bids for both the 2008 and the 2013 chargers from Michael Austin.

Grey 2008 \$2200.00

Black 2013 \$2630.00

Roll call vote.

YES: MS, RA, DC, KP & AS

NO: Zero

ABSENT: RG

Motion carried.

- c. 2023 Commission Goal Setting Review

Newkirk provided a more detailed report of the previously put together list of goals individual commissioners felt should take precedence while considering the updated master plan. No action taken.

New Business

- a. Partial Term Commission Vacancy Appointment

Two letters of interest presented.

Susan Evans

Diane Point

Motion, by Pettit with support from Alway to accept Susan Evans letter of interest to fill the commissioner at-large partial term vacancy set to expire 11/2024.

Roll call vote.

YES: MS, RA, DC, KP, & AS

NO: Zero

ABSENT: RG

Motion carried.

b. Commissioner Resignation/Declare Vacancy

Motion, by Seiter with support from Copenhaver to approve the resignation of Ryan Graham and to declare a partial term commission vacancy to expire 2024.

Motion carried.

c. Fall Festival Committee

Newkirk commented the 10&31 Celebration will be combined with the Fall Festival moving forward. Date set for September 16th, 2023. The DDA is looking for volunteers to help.

d. 2023 Poverty Guidelines Resolution 23-04

Yearly resolution to adopt the federal poverty guidelines to be used via Assessor Barnett per the Board of Review in March.

Note correction of year in resolution from 21 to 23.

Motion, by Seiter with support from Copenhaver to approve resolution 23-04 with noted year correction.

Roll call vote.

YES: MS, RA, DC, KP, AS & SE

NO: Zero

ABSENT: Zero

Motion carried.

Public Comment

Larry Graham

Tom Rotta

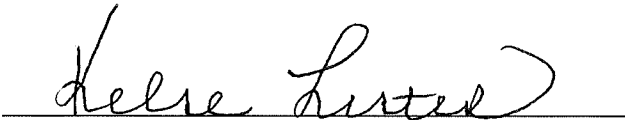
Council Member Comments

None

Adjournment

Motion, by Seiter with support from Pettit to adjourn.

Motion Carried 7:04PM



Clerk, Kelse Lester



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 2-13-23

| VENDOR | INVOICE NBR | DESCRIPTION | FUND | Amount |
|-------------------------|---------------|---------------------------------------|--------------|-------------|
| DEARBORN LIFE INS | 1-2023 | DISABILITY | GENERAL FUND | \$648.78 |
| PRIORITY HEALTH | 2-23 | INSURANCE | GENERAL FUND | \$5,414.49 |
| GREATAMERICA FINANCIA | 33252516 | LEASED EQUIPMENT | GENERAL FUND | \$278.00 |
| AT & T MOBILITY | 1-24-23 | PHONES POLICE, MANAGER | GENERAL FUND | \$253.26 |
| MISSDIG | 20230392 | ANNUAL FEE | WATER SUPPLY | \$1,187.84 |
| ADVANTAGE MARKETING | 10824 | YEARLY DOMAIN FEE | GENERAL FUND | \$187.92 |
| BS & A SOFTWARE | 2-1-2023 | RENEWAL GJ, AP, PAYROLL, UB | WATER SUPPLY | \$2,225.00 |
| TNT DEMOLITION DERBY | 1-2023 | ADVERTISING | GENERAL FUND | \$100.00 |
| FLEIS & VANDENBRINK EN | 64664 | SPARK GRANT | GENERAL FUND | \$5,000.00 |
| MIKA, MEYERS, BECKETT | 684192,684193 | ATTORNEY MATTERS | GENERAL FUND | \$7,369.00 |
| MEDIA GROUP 31 LLC | 7370 | ADVERTISING COMMISSIONER OPENING | GENERAL FUND | \$155.00 |
| HOME DEPOT CREDIT SER | 1-2023 | SHOP,POLICE, CITY HALL | GENERAL FUND | \$240.65 |
| CITY OF SCOTTVILLE--PET | 1-23 | EQUIP AND FUEL | MOTOR POOL F | \$100.00 |
| MARQUETTE RAIL, LLC | MQTR 2023 | ANNUAL SIGNAL RAILROAD | GENERAL FUND | \$2,389.00 |
| MASON COUNTY DPW | 4TH QTER | 4TH QTER AMBER SEWER | SEWAGE DISPO | \$44,333.16 |
| MASON COUNTY TREASUR | 2023-007 | LOAN S MAIN | SEWAGE DISPO | \$10,219.51 |
| CONSUMERS ENERGY | 205012348915 | 103 N MAIN | GENERAL FUND | \$185.05 |
| CONSUMERS ENERGY | 202342642361 | 114 S MAIN,146 S MAIN | GENERAL FUND | \$102.95 |
| CONSUMERS ENERGY | 2023425642355 | 605 N SCOTTVILLE, 202 E 5TH | SEWAGE DISPO | \$489.62 |
| CONSUMERS ENERGY | 202342642356 | 1026 W HWY 10, 1065 W US 10 | GENERAL FUND | \$57.62 |
| CONSUMERS ENERGY | 202342642360 | 209 W STATE, 209 W STATE, | GENERAL FUND | \$64.19 |
| CONSUMERS ENERGY | 202342642363 | 85 E REEDS, 703 S SCOTTVILLE, 650 S M | GENERAL FUND | \$331.53 |
| RICKY MORSE | 2-2023 | MILEAGE | GENERAL FUND | \$143.05 |
| GUSTAFSON HDD LLC | 1097 | MARTINCHECK WATER LINE REPAIRS | WATER SUPPLY | \$3,800.00 |
| DMC UNLIMITED | 01282308 | COMPUTER UPDATES COMMISSIONER EM | GENERAL FUND | \$39.50 |
| RICKY MORSE | 2-3-23 | FUEL | MOTOR POOL F | \$20.00 |
| GREG BARNETT | 1-31-23 | ASSESSOR CONTRACTED WORK | GENERAL FUND | \$636.00 |
| SYNCWAVE LLC | 2-23 | PHONES RIVERSIDE 4 1/2 MOS | GENERAL FUND | \$646.57 |
| CONSUMERS ENERGY | 202342642358 | LIGHTS | GENERAL FUND | \$308.62 |
| LUDINGTON DAILY NEWS | 1-31-23 | ADVERTISING | GENERAL FUND | \$390.00 |
| PARTS PLUS OF MASON C | 2-3-2023 | EQUIP REPAIRS | MOTOR POOL F | \$81.76 |
| 751 PARTS CO INC | 2-3-23 | EQUIP REPAIR | MOTOR POOL F | \$49.05 |
| STRONG INDUSTRIAL SUP | 1488160 | TRASH BAGS | GENERAL FUND | \$140.26 |
| CONSUMERS ENERGY | 2-6-23 | STREET LIGHTS, | MAJOR STREET | \$2,125.82 |
| DTE ENERGY | 2-1-23 | OPTMIST BUILDING | DDA OPERATIO | \$54.67 |
| DTE ENERGY | 402004318502 | CITY HALL | GENERAL FUND | \$399.76 |
| FLEIS & VANDENBRINK EN | 64768 | 5 YR PARK & RECREATION PLAN | GENERAL FUND | \$4,900.00 |



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 2-13-23

| VENDOR | INVOICE NBR | DESCRIPTION | FUND | Amount |
|------------------------|--------------------|----------------------------|--------------|---------------|
| REPUBLIC SERVICES | 0239-003293430 | GARBAGE AND RECYCLE | GARBAGE AND | \$7,272.78 |
| JABROCKI EXCAVATING L. | 2691 | SNOW REMOVAL | MAJOR STREET | \$4,007.50 |
| SPULLER CONCRETE | 939813 | NEW WATER LINE REPLACEMENT | WATER SUPPLY | \$1,500.00 |
| TECHINCAL PROFESSIONA | 2-8-2023 | UNION DUES | GENERAL FUND | \$648.00 |
| RICKY MORSE | 2-9-23 | DPW SUPPLIES | GENERAL FUND | \$4.24 |

TOTAL OF SCHEDULED CHECK RUN: \$108,500.15

Commission Notes 2/13/23

Most items in this week's packet are self-explanatory.

The MSU Planning students have finalized their scope of study for the project. They are planning to present it to the community in late April or early May.

We received one letter of interest for the vacant commissioner position from Al Deering and it is included.

The annual Hazardous waste cleanup information is included.



2-9-23

I meet with Jeff at Michigan Class to understand more of what they can offer as in terms of interest rates and transferring money. It takes about 24 hours to transfer money from our account with them back to our West Shore bank checking account.

I have been having zoom meetings with BSA preparing to transfer our system to the iCloud.

The MERS and IRS forms have been submitted for February.

I have completed the bank reconciliation for January.

It is getting closer to the end of the 2022-2023 tax season. March 7th I will balance with the County.

Clerks Report: 2/13/23

*Met with County Officials to perform audit 1/30/23. City of Scottville Ward II was randomly selected, along with two other jurisdictions by the Bureau of Elections to hand count ballots cast within the 11/8/22 Governor's race. Results were as previously recorded, paired with documented performance procedures resulted in a more than passing score.

*Notice was received (included) from the County that several jurisdictions will be accommodating a May 2nd Special Election to behalf of MCC School Board.

*Working with Shafer and BS&A to prepare for the upgrade to "the Cloud". Zoom meeting last week to gather more required information for the initial launch.

*Continuing the transfer of Brookside Cemetery records to BS&A Cemetery Management Platform. Halfway through 2/4 books.

* Working with American Heart Association on potential AED donation for McPhail/Riverside.

*Parks & Recreation Board Minutes

*Planning Commission Minutes

*McPhail Field Banner letters/invoices have been mailed in support of the upcoming season (About 30).



Mason County Central School District
Small enough to Care, large enough to Compete
 www.mccschools.org

Jeff Mount, *Superintendent*
 Carla Mayer, *Executive Assistant*
 Karen Cameron, *Bookkeeping/Payroll*

Kristie Courtland-Willick, *Business Manager*
 Angie Taylor, *Director of State & Federal Programs,
 Marketing/Communication*

CERTIFICATION OF BALLOT PROPOSITION


TO: Cheryl Kelly, Mason County Clerk

In compliance with Public Act 116, Public Acts of Michigan, 1954, as amended (the "Act"), attached is a certified copy of the ballot proposition language approved by the Board of Education of Mason County Central School District to be placed before the voters at the election to be held on Tuesday, May 2, 2023.

Pursuant to the Act, a summary of the ballot proposition and an address where the full text of the proposal may be obtained must be included in the registration and election notices.

Please provide us with a proof copy of the ballot proposition language prior to printing the ballots.

Dated: 2/4/22

By 
 Secretary, Board of Education

RECEIVED
 FEB 06 2023
 BY: 11 25 am CK

Scottville Walkability Plan: Scope of Services

Michigan State University UP 894 Practicum Team – January 20, 2023

Problem Statement

The City of Scottville is lacking basic walking infrastructure throughout the city, making it difficult and dangerous for children to walk and bike to school. These same issues have made it difficult for residents to reach important landmarks, such as a Mushroom factory that is the area's largest employer. Furthermore, these sidewalk issues, along with excessive parking options, have contributed to an unlively downtown area. The City of Scottville is seeking a consultant to create a plan for reliable and safe walking routes for all residents that can connect important sites while revitalizing the downtown area.

Goals of the Agreement

Overall Goal Statement:

The goal of this project is to create safe access to key locations via new sidewalks and other initiatives while simultaneously enhancing the liveliness of the downtown core

More Detailed Goal Statements:

1. Provide safe walking/biking to school options at MCC High School, MCC Middle School, MCC Upper Elementary School, and Scottville Elementary School
2. Create safe walking options to Gourmet Mushrooms Inc.
3. Make the downtown more walkable and attractive (Access to and improvement of food truck area, improvement of parking lot area, utilization of alley parks, as well as aesthetic considerations such as better paints and more colorful building facades)

Objectives of the Agreement/Deliverables

Task 1: Collection and analysis of all secondary data for the first draft. This will include:

- Population: age distribution and growth, race, income, gender, and education
- Major occupation profile
- Development profile and future trends that require mobility and access attention – (include only the elements that bring readers’ attention towards how they can induce demand for mobility/walkability in Scottville.)
- Cultural profile/Cultural assets
- SWOT analysis

Deliverable: Socio-Economic Profile

Task 2: Collection of all primary data for full draft. This includes two basic elements:

- A. Field data on the availability and quality of sidewalks throughout Scottville. These observations will be placed on a map and segmented into three categories:
- Sidewalk (High Quality)
 - Sidewalk (With Significant Issues)
 - No Sidewalk

The presence of ADA ramps will be noted. The location of crosswalks and traffic calming on State Steet and Main Street will also be marked. Attempts will be made to map student addresses and identify common routes children currently take to school.

- B. Additionally, we will administer either surveys or a focus group with local parents and/or students to identify their concerns and ideas about walking to school safely.

Deliverable: Scottville Sidewalk Inventory

Task 3: Update the SWOT analysis with both primary and secondary data. Use this information to recommend priorities for expanding Scottville’s walking infrastructure. This plan will include:

- Providing safe access to all area schools that accommodate walkers from surrounding residential areas. These decisions will be informed by both:
 - a. The aforementioned school survey/focus group results
 - b. Case Studies of schools that have overcome similar difficulties in achieving this end
- Provide safe access to Gourmet Mushrooms Inc. Plant to accommodate walkers from surrounding residential areas
- Emphasis will be placed on getting pedestrians safely across US-10 at 2-3 points

- Exploration of funding possibilities for all the above
- Recommendations for alterations in zoning code that would promote a more walkable future for Scottville

Deliverable: Walkable Scottville Plan [Including Report/Poster]

Task 4: Identify recommendations for improving Downtown Scottville and addressing client-noted issues. These include items such as:

- Addressing excessive parking spaces and increasing walkability behind Main Street buildings
- Providing amenities for the food truck area
- Providing other ideas for improving downtown aesthetics
- Exploration of funding possibilities for all the above

Deliverable: Lively Downtown Plan [Including Report/Poster]

Task 5: Convey all knowledge and ideas to the community via an in-person presentation

This will include a summary of background information and the walking inventory, but elucidate and justify the recommendations found in the Walkable Scottville Plan and Lively Downtown Plan

Deliverable: MSU Practicum Presentation/Scottville Community Presentation

| Timeline for Deliverables | | | |
|----------------------------------|--|------------|-------------------|
| Date | Product | MSU | Scottville |
| 2/10 | First Draft (Includes finalized secondary data in the form of socioeconomic data, aka Task 1) | Yes | |
| 2/22 | Second Draft (Includes finalized primary data including sidewalk observations and school survey results, aka Task 2) | Yes | Yes |
| 3/24 | Full Draft | Yes | |
| 4/5 | Full Draft Revised | Yes | Yes |
| 4/28 | Final Draft (Includes finalized Walkable Scottville Plan and Lively Downtown Plan, aka Tasks 3 and 4, in the form of both Report and Poster) | Yes | Yes |
| 4/28 | MSU Practicum Presentation (aka Task 5) | Yes | Yes |
| By 5/7 | Community Presentation (aka Task 5) | | Yes |

Contents Approved By:

Sebastian Bies (Client Liaison)

Gauri Mhatre (Practicum Liaison)

Freddy Horta

Isha Pithwa

Kole Nicholoff



Cory Madsen
CITY MANAGER

I have been a Scottville resident for 48 years.

I served on the MCC Board of Education for 26 years and as Board Chair for 15 years.

I owned and operated Briggs True Value Hardware during which time we grew the business to be in the top 1% of True Value stores out of 7,000 stores nationwide.

I was chosen to serve on a select committee along with four other True Value Store owners nationwide to forensically analyze financial difficulties in the company.

I served on the then Memorial Medical Center (now Spectrum Health) Board for 13 years, four years as Board Chair during which time we negotiated and completed the merger with Spectrum Health.

I was awarded the annual Michigan Hospital Association leadership award.

I completed the Board Governance and leadership program through the hospital association which was a yearlong learning experience with many committed hours of learning relative to Board Governance.

I was a presenter, along with two others on a nationwide webinar sponsored by the Governance Institute to discuss healthcare mergers.

I served on the COVE Board for five years.

I am currently Chair of the Scottville Planning Commission.

Please consider me as a candidate for the open seat on the City Commission.

Thank you.

Al Deering

109 Blaine St

-Al (hardware@t-one.net)



Household Hazardous Waste Disposal Program
Mason-Lake Conservation District
655 N. Scottville Rd.
Scottville, MI 49454



February 1, 2023

Kelse Lester
City of Scottville
105 N. Main Street
Scottville, MI 49454

Dear City of Scottville Board,

Your local Conservation District, representing the three-county Household Hazardous Waste (HHW) Committee, wishes to request support for the HHW and Clean-Sweep collection event to be held on **Saturday, August 19th**. Each year, the HHW collection continues to be highly utilized by the community. The cost of disposal for household hazardous waste is continuing to increase across the industry, but **our allocation requests from municipalities will remain the same as in recent years (\$0.40 per capita)**. We have updated our per capita calculations to reflect the 2020 census data. Thus, the only reason that you may see a change in the requested amount for City of Scottville is solely a reflection on the population change. **In 2023, every pound of waste collected will cost at least \$1.08 for disposal**. If City of Scottville is able to contribute even a small amount more than our request, it would be greatly appreciated. A little goes a long way; every dollar buys a pound!

Last year's collection was a great success, resulting in the safe **disposal of nearly 80,000 pounds of material** across Manistee, Mason and Oceana Counties. The **cost for this one-day event was nearly \$70,000**, but thanks to the support from our community leaders like you, we were able to cover those costs and provide this valuable service to our landowners.

For residents dropping off materials on collection day, the committee is continuing with the suggested donation of \$15 to help cover the increasing costs of disposal. The committee felt this was feasible for those directly participating.

Please find enclosed an allocation request packet, including a 2023 program contract, for consideration for the City of Scottville 2023 budget process. Reports and further details of past and upcoming collection days can be found at www.Mason-LakeConservation.org under Programs & Services. If you would like someone from our committee to attend a board/council meeting to further discuss the program, please let us know. We would be happy to do so.

Again, please accept our heartfelt appreciation for your continued support of our program and protection of our precious water resources.

Very Sincerely,

Household Hazardous Waste Committee

Encl. 2023 per capita calculation sheet, 2023 contract (2)

Frequently Asked Questions

What is this program all about?

For those unfamiliar with the HHW program, the goal is to provide a way for residents to safely and easily dispose of hazardous materials so that they do not end up in our lakes, streams, groundwater or public water supplies. This often includes chemicals and heavy metals found in electronics or batteries.

What is the average cost per car?

On average, each car brings \$84 worth of hazardous materials for disposal. Our request for funds is only \$0.40 per person from the township, and a suggested \$15 donation at the site from program participants.

How much waste is collected each year?

In recent years, an average of 96,960 pounds of hazardous waste and pesticides is responsibly disposed of each year. From 2016-2022, the committee has collected and safely disposed more than 325 tons in the 3-county area.

Why can't it just get thrown away?

Many of these hazardous materials are not allowable in municipal waste or cannot be safely disposed of through our municipal waste system and could end up in the environment. For example, we most commonly collect pesticides, fertilizers, oils and other chemicals. Pesticides can acutely impact human health when they spill and leach through the soil and into the groundwater aquifers from which many people in rural communities drink. Nitrogen pollution in groundwater can cause chronic effects in infants and the elderly by affecting the blood's ability to carry oxygen. In addition to these more immediate threats, pesticides and fertilizers can impact our local watersheds, causing harmful algae blooms and/or fish and invertebrate die-offs. Items such as pesticides, fertilizers, motor oil and heavy metals found in electronics and batteries can be safely reused, recycled, or disposed of through our program, helping to keep our drinking water clean and rivers healthy.

Why does this program have two names?

This collection is often referred to as the HHW/Clean Sweep Program. It was founded upon the need for safe pesticide disposal in the 3-county area. The Clean-Sweep program was operated for many years before it inspired the collection and disposal of Household Hazardous Waste and the formation of the HHW committee in 2006.

655 N. Scottville Rd.
Scottville, MI 49454
Phone: (231) 757-3707 x5
www.mason-lakeconservation.org



2023 Per Capita Calculation Sheet Household Hazardous Waste Program

Requested amount from *City of Scottville* : 542.4

$$1356 \text{ people} \times .40/\text{person} = \underline{\$542.4}$$

Calculated as \$0.40 per capita. Population Based on 2020 Census (please notify us if our data is wrong).

If it is possible to round up to the nearest \$25 amount or greater, we would greatly appreciate any additional support! Every \$1.08 helps dispose of one pound of hazardous material.

Two contract agreements have been included; please keep one for your records and sign and return the other with a check following the information below.

Make the check payable to Mason-Lake Conservation District
(as fiduciary for the Mason, Manistee & Oceana HHW Program):

Mason-Lake Conservation District
655 N. Scottville Rd.
Scottville, MI 49454

For questions or further information, contact:

Dani McGarry
Treasurer, HHW Committee
Executive Director, Mason-Lake Conservation District
(231) 757-3707 Ext. 5.
Dani.mcgarry@maed.org

Thank you for your support!

2023
CONTRACT AND
AGREEMENT FOR SERVICES
City of Scottville AND
MANISTEE, MASON, AND OCEANA
CONSERVATION DISTRICTS

City of Scottville and the Manistee, Mason and Oceana Conservation Districts desire to act cooperatively to provide the proper disposal of household hazardous waste for residents of City of Scottville and Mason County. Therefore, City of Scottville contracts with Manistee, Mason and Oceana Conservation Districts for collection and disposal of household hazardous waste in the amount of \$_____. This service agreement will promote the public health, safety, and welfare of the Township and County residents.

Date: _____ by: _____
City of Scottville Representative

Date: 2/01/23 by: *Bene Mallison*
Manistee Conservation District
Representative

Date: 2/01/23 by: *Daniel McSany*
Mason-Lake Conservation District
Representative

Date: 2/01/23 by: *S Knoll*
Oceana Conservation District
Representative

| 2022 Household Hazardous Waste Day | | | | | |
|------------------------------------|--------------------|--------------------|-------------------|-----------|-----------------|
| MASON COUNTY | | | | | |
| TOWNSHIPS/VILLAGES/CITIES | AMOUNT REQUESTED | AMOUNT RECEIVED | contract received | # of Cars | # of Households |
| Amber Township | 1,011.60 | \$1,100.00 | Y | 15 | 16 |
| Branch Township | 562.00 | \$562.00 | Y | 15 | 17 |
| Custer Township | 414.80 | \$600.00 | | 11 | 15 |
| Eden Township | 232.00 | \$232.00 | Y | 3 | 3 |
| Free Soil Township | 279.20 | \$300.00 | Y | 9 | 9 |
| Grant Township | 370.00 | \$370.00 | Y | 6 | 6 |
| Hamlin Township | 1,484.40 | \$1,484.40 | | 42 | 44 |
| Logan Township | 131.60 | \$131.60 | Y | 5 | 6 |
| Meade Township | 71.60 | \$75.00 | Y | 4 | 4 |
| Pere Marquette Township | 966.40 | \$966.40 | Y | 17 | 27 |
| Riverton Township | 492.80 | \$500.00 | Y | 11 | 12 |
| Sheridan Township | 417.60 | \$417.60 | Y | 9 | 9 |
| Sherman Township | 373.60 | \$375.00 | Y | 5 | 6 |
| Summit Township | 398.00 | \$600.00 | Y | 6 | 7 |
| Victory Township | 562.40 | \$562.40 | Y | 12 | 13 |
| City of Ludington | 3,062.00 | \$4,000.00 | Y | 62 | 68 |
| City of Scottville | 542.40 | \$543.00 | | 12 | 14 |
| Village of Custer | 113.60 | \$113.60 | Y | 2 | 2 |
| Village of Fountain | 77.20 | \$77.20 | Y | 5 | 6 |
| Village of Free Soil | 57.60 | \$57.60 | Y | 4 | 5 |
| Mason County | 7,000.00 | \$7,000.00 | Y | | |
| other | | | | 1 | 1 |
| TOTAL | \$18,620.80 | \$20,067.80 | | 255 | 289 |

| Collection Items | Mason County (lbs) |
|--------------------------------|--------------------|
| Household Haz. Waste | 7,190 |
| Rx & Sharps | 132 |
| Controlled substances | 10 |
| Pesticides and other chemicals | 5,114 |
| Oil / Auto fluids | 7,528 |
| Auto Batteries | 959 |
| Household Batteries | 1,428 |
| Electronics/Appliances | 6,740 |
| Oil Based Paints | 4,739 |
| Total Pounds | 33,840 |

James Newkirk

From: Brandy Miller <brandyh@ludington.org>
Sent: Wednesday, January 18, 2023 8:00 AM
To: James Newkirk
Subject: City of Scottville Support of Economic Development

Good Morning Jimmy:

Hope you are doing well and the New Year is treating you well. I am reaching out with a request for the City of Scottville to consider financially supporting economic development in Mason County, specifically the relationship with The Right Place.

As you are aware, the Chamber has engaged in a contract with The Right Place to support economic development activities in Mason County and hired Kristi Zimmerman as the Economic Development Director. She has been on the job now for more than 6 months and already making good headway on several initiatives.

That said, I would like to engage the City of Scottville in economic development. It is my request to the City of Scottville that in 2023 and 2024, the City contribute \$2,500 annually to support economic development and this partnership. Would this be something you would support in the 2023 & 2024 City budgets?

I truly believe that the economic development director role and backbone support from this partnership with The Right Place is an extension of the work being done at the city level and by our other local municipalities; this partnership is capacity building for everyone.

The City of Ludington and PM Twp are supporting the partnership at \$15,000 each, West Shore Community College is contributing \$7,500, and additional funding support is being requested from the County. The Chamber is committed to funding the partnership at \$10,000 annually as well.

Please let me know if you prefer to meet to discuss this partnership and funding request in more detail, or if any additional information is needed for your consideration of this request.

I look forward to hearing back on next steps.

Thank you.

Brandy

Brandy H. Miller

*President/CEO, [Ludington & Scottville Area Chamber of Commerce](#)
Executive Director, [Ludington Area Convention & Visitors Bureau](#)*

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between the Chamber Alliance of Mason County and City of Scottville.

A. Purpose.

The purpose of this memorandum of understanding is to formalize the collaborative partnership and financial support of economic development in the City of Scottville and Mason County. The Chamber Alliance of Mason County, as lead agency for this work, has engaged partners, including City of Scottville, to provide a portion of funding to support the contracted economic development services with The Right Place. Working together to address local economic development barriers, connect resources for projects, and support the retention and expansion efforts of businesses and employers in the City of Scottville and Mason County is a mutually beneficial relationship between the respective agencies.

B. Roles and Responsibilities.

Chamber Alliance of Mason County agrees to maintain and fulfill the obligations of the contract for economic development services with The Right Place, and provide on-going communication with funding partners and stakeholders as to the progress of local priorities and projects.

City of Scottville agrees to be a three year funding partner at \$2,500 annually (2023, 2024 & 2025) and be an engaged partner in the economic development advisory committee of the Chamber Alliance of Mason County.

C. Reporting Requirements. A bi-monthly report will be provided to the City of Scottville via the City Manager, outlining the activity and projects underway, progress on local economic development priorities and employer retention visits. Annually, a presentation and report will be provided to the City of Scottville board of trustees. Additional presentations and reports may be provided regarding specific projects or programs.

D. Timeframe. This memorandum of understanding will commence upon the date this memorandum of understanding is signed by both parties and will end on December 31, 2025, at which time both parties can discuss continuing the partnership and funding relationship.

This Memorandum of Understanding is the complete agreement between the Chamber Alliance of Mason County and City of Scottville and may be amended only by written agreement signed by each of the parties involved.

Chamber Alliance of Mason County

Brandy Miller, President/CEO

Date

City of Scottville

James Newkirk, City Manager

Date