

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

1555th Regular Meeting Monday October 23rd, 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

Consent Agenda items are considered routine by the Commission 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 1554th Regular Meeting Minutes

B. Approval of Bills *Unavailable*

7. Public Comment

Those addressing Commission are asked to provide their name and address and will be limited to two minutes of speaking time. The Commission will hear all comments pertaining to agenda items only.

8. Correspondence

9. 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

k. DDA Representative

10. Unfinished Business

a.

11. New Business

a. Brickley DeLong Audit 22/23 Report Presentation

b. DPW Truck Purchase

c. Snowplow Purchase

d. Lift Station Pump Purchase

e. Special Assessment Delinquent Lot Mowing- Resolution 23-17

f. Special Assessment Delinquent Utility Bills- Resolution 23-18

g. Rental Inspection Fee Schedule Resolution 23-19

h. DDA Board Appointment

i. Planning Commission Appointment

12. Public Comment

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

13. Commissioner Comment

14. Adjournment

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

The 1554th Regular Commission meeting of the Scottville City Commission held at City Hall 105 N. Main St on October 9, 2023. Called to order at 6pm by Mayor Marcy M. Spencer.

Present at Roll Call:

Copenhaver

Seiter

Spore

Wyman

Mayor Spencer

Absent: Deering

Also in attendance: Manager Newkirk, Clerk Lester, and Sergeant Skinner.

Additions/Deletions to Agenda- NB; Item C; Riverside Park Logo

Approval of Agenda

Motion, by Seiter with support from Spore to approve the agenda with noted addition.

Motion carried.

Approval of Consent Agenda

Motion, by Spore with support from Wyman to approve the consent agenda with updated bill total.

Motion carried.

Public Comment- None

Correspondence- Senior Center event information

Department Reports

- a. City Manager- Newkirk offered the Commission will vote and finalize Ordinance 23-02 tonight, he's had positive feedback on the amended parallel parking along South Main St. Closing operations have commenced for Riverside Park and McPhail Field. Hallack Construction has run into some unique situations with the alley water main replacement along South/East Main St. He recommends the allocation of the remaining ARPA funding be set towards the alley water main project.
- b. Police Department- Activity report provided. Working with SAFEbuilt on transitioning ordinance enforcement files to new admin Steve Spangler. Homecoming festivities for MCC High School are this week, dance is this weekend.
- c. Mayor- None
- d. Attorney- Working with Skinner and LEIN Representatives to be added as authorized users on behalf of the city.
- e. Treasurer/Clerk- Water shut off's, Christmas Parade 12/9/23.
- f. DPW- Leaf pick up is tentatively planned to start this week as weather permits. Coolman/Morse will be traveling downstate to look at a gently used truck for purchase.
- g. Assessor- None
- h. Mason County Commissioner Representative- Hull reported remodeling work to be done at the courthouse. Grant funding is available for runway work at the airport.
- i. Committee Reports-
Buildings/Grounds/Infrastructure: Lights at Riverside Park, road repairs, potholes, storm drain clean outs, lift station on 5th St, columbarium at Brookside Cemetery.
- j. MCRFA Representative – None
- k. DDA Representative- None

Public Hearing- Ordinance 23-02 Parallel Parking South Main St

Motion, by Wyman with support from Seiter to close the 1554th City of Scottville Regular Commission Meeting and open a public hearing to finalize Ordinance 23-02 Parallel Parking on South Main St.

Motion carried.

Public Comment- None

Commissioner Comment- MS; Positive feedback about the permanent change.

Motion, by Wyman with support from Seiter to close the public hearing on Ordinance 23-02 and reconvene the 1554th Regular session.

Motion carried.

Unfinished Business

a. Adoption of Ordinance 23-02 Parallel Parking on South Main St

Motion, by Deering with support from Wyman to adopt Ordinance 23-02 as presented.

ROLL CALL VOTE

Y- 5 MS, AS, DS, RW, & DC

N- 0

A-AD

Motion carried.

b. ARPA Funds Obligation

Motion by Spencer with support from Wyman to allocate ARPA funding to the alley water main project in the amount of \$73,140.

Motion carried.

c. DGM Rezone Request

Item brought back to full commission with a recommendation from the Planning Commission to adopt rezone as presented.

Motion, by Seiter with support from Spore to introduce Ordinance 23-03 DGM Rezone Request at 209 South Main St.

Motion carried.

New Business

a. Halloween Date/Time

Motion, by Seiter with support from Wyman to establish Trick or Treat hours as Tuesday October 31st, 2023, 6pm-8pm.

Motion carried.

b. Homecoming/Tractor Parade

Tractor Parade-Thursdays October 12, 2023, starting at MCC Highschool at 2:45pm.

Homecoming Parade- Friday October 13, 2023. Time changed by MCC to 5pm which causes an issue with traffic and crossing a main highway, with the requirement of a permit through MDOT.

Motion, by Wyman with support from Seiter to authorize Newkirk and Skinner to talk to MCC administration to secure an alternative route due to safety concerns.

Motion carried.

c. Riverside Park Logo

Several designs were presented to the commission (created by park staff member Lilly Mainer). Logo would be printed on several items: shirts, koozies, stickers etc. Discussion over screen printing vs embroidery. Option one selected, slight modification required. Newkirk will present

the final design to commission once the changes have been made. Legal counsel advised a release of design rights be signed.

Public Comment- None

Commissioner Comment- Seiter thanked those involved with the Halloween party at Riverside Campground, which was a rousing success!

Adjournment-

Motion, by Seiter with support from Copenhaver to adjourn.

Motion Carried 7:25pm.

Kelse Lester, Clerk

Marcy M. Spencer, Mayor



LAFONTAINE

FORD ST. CLAIR

1200 S CARNEY DR, ST. CLAIR, MI 48079

BUYER		CO-BUYER		Deal #:	1726
CITY OF SCOTTVILLE 105 MAIN ST N SCOTTVILLE, MI 49454		MI		Deal Type:	Retail
Work #:				Deal Date:	10/10/2023
Email: treasurer@cityofscottville.org				Print Time:	11:44am
				Salesperson:	
VEHICLE					
New <input checked="" type="checkbox"/>	Stock #:	Description:	VIN:	Mileage:	
Used <input type="checkbox"/>	231C691	2023 FORD TRUCK S-DTY F-350 SRW	1FTRF3BA4PEC68950	11	
Demo <input type="checkbox"/>					
TRADE					
AFTERMARKETS					
		MSRP:	\$	50,510.00	
		Discount:	\$	510.00	
		Sale Price:	\$	50,000.00	
		Total Financed Aftermarkets:	\$	0.00	
		Total Trade Allowance:	\$	0.00	
		Trade Difference:	\$	50,000.00	
		Doc Fee:	\$	260.00	
		State & Local Taxes:	\$	0.00	
		Total License and Fees:	\$	15.00	
		Total Cash Price:	\$	50,275.00	
		Total Trade Payoff:	\$	0.00	
Total Aftermarkets:			\$	0.00	
		Cash Down Payment + Deposit:	\$	0.00	
		Sub Total:	\$	50,275.00	
		Service Agreement:	\$	0.00	
		Maintenance Agreement:	\$	0.00	
		GAP Insurance:	\$	0.00	
		Credit Life, Accident & Health:	\$	0.00	
		Other:	\$	0.00	
		Amount Financed:	\$	50,275.00	
<p><small>Legal Disclaimer: The information contained in this document is an estimate only and will vary based on your personal credit score and available financing options. The estimate contained herein is calculated using LaFontaine's customer average APR and nothing in this document is legally binding on either party.</small></p>					

X _____
GUEST

X _____
LAFONTAINE

KTP-002215 MI 9-NORPAT, NB, 102215, PC291 6639

TRC | CER1 | CER1 | TRD | RAMP | BUM | CAN | BOOK | EXPT | ROTA

012947 1498,1774 1FTF3BAA4PEC68950 NB

GEPL



SUPER DUTY

2023 F350 SRW 4X4 REG CAB
XL 142" WB STYLE SIDE
6.8L DEVC1 NA PEI V8 ENGINE
10-SPEED AUTO TORQSHIFT-G

EXTERIOR
RACE RED
INTERIOR
MEDIUM DARK SLATE VINYL

PE C68950

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTERIOR**
- BOX RAIL/TAILOGATE MOLDINGS
 - DOOR HANDLES - BLACK
 - HEADLAMPS - AUTOLAMP (ON/OFF)
 - PICKUP BOX TIE DOWN HOOKS
 - POWER TAILGATE LOCK
 - TOW HOOKS
 - TRAILER BRAKE CONTROLLER
 - TRAILER SWAY CONTROL
 - WIPERS- INTERMITTENT

- INTERIOR**
- 4.2" PRODUCTIVITY SCREEN
 - AIR COND. MANUAL FRONT
 - CLOTH SUN VISORS
 - DRIVER SEAT-MANUAL LUMBAR
 - OUTSIDE TEMP DISPLAY
 - PARTICULATE AIR FILTER
 - POWER LOCKS AND WINDOWS
 - STEERING/TV/TELESCOPE CHUISE & AUDIO CONTROLS

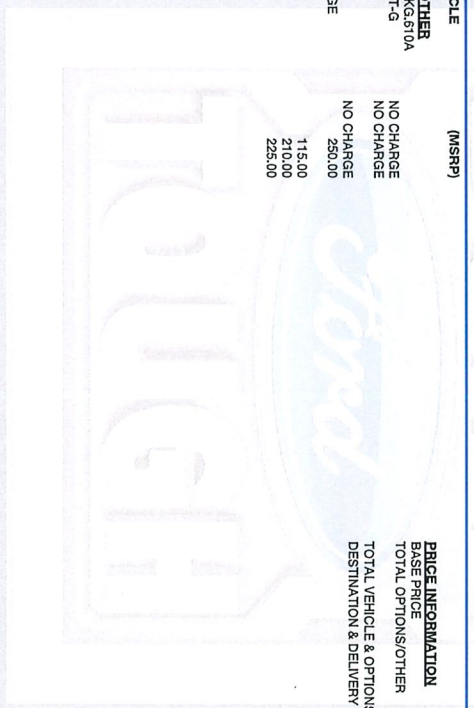
- FUNCTIONAL**
- 4-WHEEL ANTLICK BRAKE SYS
 - FORDPASS™ CONNECT GWM-FI HOTSPOT/TELEMATICS MODEM
 - HILL START ASSIST
 - MANUAL LOCKING HUBS
 - MOND BEAM COIL SPRING FRT SUSPENSION W/STRAB BAR
 - REAR LEAF SPRING BATTERY
 - STEERING/TV/TELESCOPE CHUISE & AUDIO CONTROLS
 - SYNC4™ W/8 SCREEN

- SAFETY/SECURITY**
- ADVANCETRAC™ WITH HSCC
 - AIRBAGS - SAFETY CANOPY®
 - BELT-MINDER CHIME
 - DRIVER/PASSENGER AIR BAGS
 - SECURLOCK™ ANTI-THEFT SYS
 - SOS POST-CRASH ALERT™ SYS™
- WARRANTY**
- 3-YR/50,000 BUMPER-TO-BUMPER
 - 5-YR/100,000 POWERTRAIN
 - 5-YR/100,000 DIESEL ENGINE

INCLUDED ON THIS VEHICLE

- OPTIONAL EQUIPMENT/OTHER PREFERRED EQUIPMENT PKG.510A**
- 10-SPEED AUTO TORQSHIFT-G
 - 3.73 RATIO REGULAR AXLE
 - 10900H GVMR PACKAGE
 - 90 STATE EMISSIONS
 - SNOW PLOW PREP PACKAGE
 - JACK
 - 410 AMP ALTERNATOR
 - DUAL BATTERY
 - X-TRA LUMPS
 - FOG LAMPS
 - FOXLINK

- PRICE INFORMATION**
- BASE PRICE \$47,815.00
 - TOTAL OPTIONS/OTHER 800.00
 - TOTAL VEHICLE & DELIVERY 48,615.00
 - DESTINATION & DELIVERY 1,895.00



RAMP ONE		CONVOY		TOTAL MSRP \$50,510.00 Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance .
RAMP TWO		TEAM # 48-M003 O/T 2		
This label is affixed pursuant to the Federal Automobile Information Disclosure Act, Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.				PC291 N RB 2X 335 002215 03 29 23

California Air Resources Board

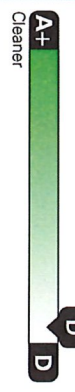
Gasoline Vehicle

Environmental Performance

These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings. For information on how to compare, please see www.arb.ca.gov/ep_label.

Protect the environment. Choose vehicles with higher ratings:

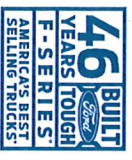
Greenhouse Gas Rating (tailpipe only)



Smog Rating (tailpipe only)



Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.



The FordPass® Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.™ See in-vehicle settings for connectivity options.

*Based on 1971-2022 CY total sales.
**FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Services are required for remote features. See FordPass.com for details. †Features and features are dependent on compatible AT&T network availability. Evolving technology/cellular network and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.

FORD PROTECT
Continued Service Plan
Inlet to Ford Protect. The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordProtect.com.

WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, pinhalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

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Scan QR code for help

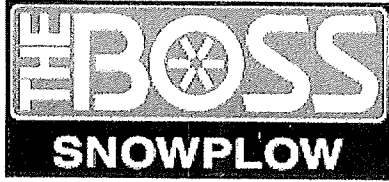
Get a Data Rate My Trip for help

www.ford.com/help/fordpass-terms/

2023 Ford F-350 Regular Cab SRW 4x4, Pickup



Race Red 2023 Ford F-350SD XL 4WD 10-Speed Automatic 6.8L V8A/Z Plan Pricing, ABS brakes, Compass, Electronic Stability Control, Heated door mirrors, Illuminated entry, Low tire pressure warning, Remote keyless entry, Traction control.



Date: 10/16/23 ESTIMATE WORK ORDER

Customer Name: Jim / City of Scottville	Date completed:
Phone Number: 757-4729	Estimate Completed by (person's name):
Address: 105 N. Main	Parts needed & Price: \$9383. ⁶⁰
Scheduled Completion Date:	
What is customer interested in? 2023 F350 SD (Plow pkg already included) 9'2 Steel - (Gas) (V)	\$175 - Light adapter Headlights? (#13) LED - Total: 9,558. ⁶⁰
Notes: City manager @ city of Scottville.org	<input type="checkbox"/> Attached sheet filled out <input type="checkbox"/> Estimate typed into Boss Program and attached

QUOTATION		
DATE	NUMBER	PAGE
10/11/2023	0054061	1 of 1

B SCO255
I
L CITY OF SCOTTVILLE
L 105 N. MAIN
T SCOTTVILLE, MI 49454
O

Accepted By: _____

Date: _____

PO#: _____

Ship To: _____

ATTENTION:
MARC HANSEN 231-690-0298

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
QUOTE	FLYGT PUMP, WASTE WATER	REA/CEW	FREIGHT ALLOWED
QTY	DESCRIPTION		

(1) FLYGT EXPLOSION PROOF, SUBMERSIBLE SEWAGE PUMPS, MODEL NP3153.095-464 WITH HIGH CHROME IMPELLER AND INSERT RINGS. RATED FOR 15 HP, 3 PHASE, 460 VOLT WITH 4" DISCHARGE AND 65 FT. MOTOR AND SENSOR CABLES. PUMPS EQUIPPED WITH SEAL FAIL/HIGH TEMP CABLES.

(1) FLYGT SEAL/FAIL HIGH TEMP RELAY (TO BE INSTALLED BY OTHERS)

NET PRICE INCLUDING FREIGHT, BUT NO TAXES: --- \$ 26,018.00

NOTES:

1) ITEMS DO NOT MEET AIS OR BUY AMERICA REQUIREMENTS

WE DO NOT INCLUDE:

INSTALLATION, SITE WORK, CONCRETE, ANCHOR BOLTS, PIPING, VALVES, COVER/HATCHES, CONDUIT, WIRING, JUNCTION BOXES, PADLOCKS, KEYS, CONTROL PANEL, SCADA EQUIPMENT, SCADA INTEGRATION, SPARE PARTS OR START-UP UNLESS LISTED ABOVE.

WE APPRECIATE THIS OPPORTUNITY TO QUOTE AND LOOK FORWARD TO BEING OF FUTURE SERVICE.

SINCERELY,
CONNER WEIDMAN

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 6/2023) and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

**QUOTE VALID FOR 30 DAYS. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3%
CHARGE NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL. PAYMENT TERMS: NET 30**

CITY OF SCOTTVILLE, MICHIGAN

RESOLUTION TO PLACE A SPECIAL ASSESSMENT ON THE
2023 WINTER TAX ROLL FOR DELINQUENT LOT MOWING

RESOLUTION NO. 23-17

WHEREAS, Chapter 90, section 90.24 of the City Code of Ordinances provides for the City to place a special assessment on the property taxes of any resident who is at least 60 days delinquent in paying their lot mowing bills, and;

WHEREAS, for the WINTER 2023 tax bills ONE (1) resident in the City is more than sixty days delinquent in paying their delinquent lot mowing bill, and;

WHEREAS, per City Ordinance Chapter 90, several notices were mailed to the resident in an attempt to receive payment prior to the special assessment being placed.

NOW THEREFORE BE IT RESOLVED, the City Commission hereby authorizes the City Clerk to place the following special assessment amounts on the WINTER 2023 taxes TOTALING: \$120.00.

1. JAMES GUSTAFSON 052-245-010-00 109 E BROADWAY \$120.00

The above resolution was moved for adoption by Commissioner _____ and
seconded by Commissioner _____.

The motion for adoption received the following vote:

YES:

NO:

ABSENT:

I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Commission of the City of Scottville at its 1555th Regular Meeting held Monday, October 23, 2023.

Kelse R. Lester, Clerk

CITY OF SCOTTVILLE, MICHIGAN

RESOLUTION TO PLACE A SPECIAL ASSESSMENT ON THE
2023 WINTER TAX ROLL FOR DELINQUENT WATER BILLS

RESOLUTION NO. 23-18

WHEREAS, Chapter 52, section 52.08 of the City Code of Ordinances provides for the City to place a special assessment on the property taxes of any resident who is at least 60 days delinquent in paying their water bills, and;

WHEREAS, for the WINTER 2023 tax bills NINE (9) residences in the City are more than sixty days delinquent in paying their water bills, and;

WHEREAS, per City Ordinance Chapter 52, several notices were mailed to the residents in an attempt to receive payment prior to the special assessment being placed.

NOW THEREFORE BE IT RESOLVED, the City Commission hereby authorizes the City Clerk to place the following special assessment amounts on the WINTER 2023 taxes totaling \$3,436.19.

1. DAVID MORAN	052-131-006-00	127W BROADWAY	\$415.50
2. TOSHIA SODDERS	052-213-014-00	110 S COLUMBIA	\$436.67
3. LAKEVIEW, LLC	052-108-008-00	204 FOURTH	\$182.93
4. ALEXANDRIA MCDONALD	052-125-001-00	209 N MAIN	\$360.47
5. THOMAS THOMAS	052-141-003-00	309 N MAIN	\$531.72
6. MICHELLE LAURENT	052-107-001-00	404 S MAIN	\$505.02
7. SHELBY NUTTER	052-121-003-00	108 S REINBERG	\$466.50
8. SOZO COMPANIES, LLC	052-214-016-50	106 E STATE	\$121.88
9. DIANE PANIAGUA	052-250-021-00	511 THOMAS	\$415.50

The above resolution was moved for adoption by Commissioner _____ and seconded by Commissioner _____.

The motion for adoption received the following vote:

YES:

NO:

ABSENT:

I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Commission of the City of Scottville at its 1555th Regular Meeting held Monday, October 23, 2023.

Kelse R. Lester, Clerk

**CITY OF SCOTTVILLE
RESOLUTION TO ESTABLISH FEE SCHEDULE FOR RESIDENTIAL RENTAL
INSPECTION PROGRAM**

RESOLUTION NO. 23-19

WHEREAS, the Scottville City Commission to adopted a Residential Rental Inspection Ordinance on September 4th 2018, and;

WHEREAS, Section 154.07 of the Residential Rental Inspection Ordinance call for the fees to be established by Resolution, and;

WHEREAS, the Scottville City Commission sought proposals from companies to administer the Residential Rental Inspection Program, and;

WHEREAS, the Finance/Ordinance Committee met to review the proposals and it was their recommendation to approve the contract with SAFEbuilt Michigan, LLC, and;

WHEREAS, the Scottville City Commission approved the contract with SAFEbuilt Michigan, LLC at their May 22nd, 2023 meeting, and;

WHEREAS, the rental fee structure was previously approved by Resolution 18-123 as the following:

Registration Fee:	\$50
Inspection Fee:	\$100
Re-Inspection Fee:	\$100
Missed/Broken Inspection Fee:	\$100
Other (Court, misc.)	\$100

NOW, THEREFORE, BE IT RESOLVED, that the Scottville City Commission establishes the above fee schedule and such fees are to be payable to SAFEbuilt Michigan, LLC.

Sep 25, 2023

Respected members of the Scottville DDA,

Hi all, my name is Myndi Dangler and I am coming to you today to express my interest with hopes of becoming a member of the Scottville DDA board.

I am a born and raised Mason County resident. I currently reside in Scottville just North on US-31.

Over the years, there have been so many new and exciting changes to the town of Scottville. Having grown up in the area, I've gotten the opportunity to witness the impact of the ever changing economic development the community of Scottville has had.

Along with being a resident, I am also employed through the Chamber Alliance of Mason County as the Community Event Coordinator. Combined with my experience, my commitment towards the betterment of the town and the Chamber Alliance having an office space in Scottville, I am hoping the combination can be used as the stepping stones to secure a seat as a board member. Emphasizing the high value of integrity, I would like my position on the board to be an encouraging communication line between the Scottville DDA and the Chamber Alliance.

I feel as though, once given the opportunity, the dedication and commitment I have to this community will show through. Along with my experience, I am confident that I would bring an encouraging, supportive, and positive outlook to the Scottville DDA Board.

I appreciate your time and dedication to the town of Scottville.

Thank you all so much for your consideration. I look forward to hearing from you soon

Warm Regards,

Myndi Dangler

James Newkirk

From: Mackenna Kokx <mackennakokx@hotmail.com>
Sent: Tuesday, October 17, 2023 12:32 PM
To: James Newkirk
Subject: Planning Commission Seat

Hi Jimmy,

After all the chatting back and forth about the planning commission seats that are available, I would love to join if at all possible. I'm very passionate about being involved in the city and can't wait to watch Scottville bloom again. I've lived in the city of Scottville for 6 years and it's changed so much already, I am so excited to see it continue to grow and evolve.

Let me know if you need anything else,

Mackenna Kokx
231-239-1541