

PUBLIC HEARING AGENDA

5/17/21 6PM

105 Green St

Scottville, MI 49454

1. Call to Order
2. Roll Call
3. Additions to Agenda
4. Approval of Agenda
5. Unfinished Business  
None
6. New Business
  - a. Proposed budget and millage
7. Public Comment
8. Council Member Comment
9. Adjournment

**NOTICE OF PUBLIC HEARING  
CITY OF SCOTTVILLE, MICHIGAN**

A Public Hearing will be held at 6:00 pm on Monday, May 17, 2021; at the Optimist Center, 105 Green Street, Scottville, MI 49454; for the purpose of hearing all interested persons in the matter of the proposed budgets and millage rates for the City of Scottville for the fiscal year beginning on July 1, 2022. The Public Hearing will be held during the regular session of the of the City of Scottville Commission meeting that evening.

The following budgets are proposed:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General Fund	841,771	831,611
Major Street	142,028	83,636
Local Street	75,100	54,903
Refuse	95,413	86,580
DDA	47,525	8,585
Police Act	500	500
Sewer	375,800	381,473
Water	309,150	254,765
Motor Pool	83,900	63,265

**The property tax millage rates proposed to be levied to support the proposed budget will be subject of this hearing as well, they are:**

<b>City Operating</b>	<b>16.9000</b>
<b>City Refuse</b>	<b>2.6000</b>

All interested persons will have an opportunity to present written or oral comments. Any individual needing assistance should contact the City prior to the meeting so arrangements can be made.

The proposed budget may be examined Monday through Friday at the Scottville City Hall from 8:00 am to 5:00 pm.

O'Neil J. Newkirk III, City Manager  
Ph: (231) 757-4729

CITY OF SCOTTVILLE  
COMMISSION MEETING AGENDA  
Optimist Hall, 105 Green St. Scottville, MI 49454

1497th Regular Meeting, Monday, May 17<sup>th</sup> 2021, 6:30 PM

**THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO THE MOST CURRENT  
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES EMERGENCY ORDER  
UNDER MCL 333.2253 - APRIL 16, 2021 GATHERING AND FACE MASK ORDER**

**GATHERINGS OF PUBLIC BODIES AND ATTENDEES OF MEETINGS HELD BY PUBLIC BODIES IN  
COMPLIANCE WITH THE OPEN MEETINGS ACT, MCL 15.261 ET SEQ. AS A CONDITION OF HOSTING A  
GATHERING UNDER THIS ORDER, ORGANIZERS AND FACILITIES MUST DESIGN THE GATHERING TO  
ENCOURAGE AND MAINTAIN PHYSICAL DISTANCING, AND MUST ENSURE THAT PERSONS NOT PART  
OF THE SAME GROUP MAINTAIN 6 FEET OF DISTANCE FROM ONE ANOTHER TO THE EXTENT POSSIBLE**

**AGENDA**

**This meeting will be in person. No Videoconference (Zoom) available.**

1. Call to Order at 6:30 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 Previous Meeting Minutes
- B. Approval of Bills in the amount of \$29,052.40
- C. Authorized signers on WSB Accounts;  
REMOVE Magaluk ADD Newkirk

**Recommendation:** Council Member may now make a motion to approve the  
Consent Agenda

7. Correspondence
8. Department Reports
  - a. City Manager
  - b. Police Chief
  - c. City Attorney
  - d. Mayor
  - e. Treasurer

f. Committee Reports/Board Report

- Building, Grounds & Infrastructure
- Finance
- Ordinance
- Personnel, Rules & Ethics
- Planning Board
- Parks & Rec Board
- Public Safety

9. Unfinished Business

- a. Riverside Rate Changes 2022
- b. Adoption of Budget by Resolution 21-12

10. New Business

- a. Chicken Request 114 S Elm
- b. Special Assessment Resolution 21-11 on Delinquent Utility Billing Accounts
- c. MCC Fireworks Request (Prom 5/28/21) Spartan Community Field
- d. MDOT Resolution for Designation of Street Administrator

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 1496<sup>th</sup> Regular Commission meeting of the Scottville City Commission was held at the Optimist Hall 105 Green St: on May 3, 2021. Called to order at 6:30pm by Mayor Marcy M. Spencer.

**Present at Roll Call**

Rob Alway

Bruce Claveau

Sally Cole

Ryan Graham

Nathan Yeomans

Mayor Marcy Spencer

Absent: Benyo, Alvarado, and Lester.

**Additions/Deletions to Agenda**

ADD: Consent Agenda; Item C; Resolution authorizing Mayor to Execute City Manager's Employment.

DELETE: Unfinished Business; Item A; Mayor's Report on Contract Negotiations.

**Approval of Agenda**

Motion, by Alway with support from Cole to approve the agenda with noted alterations.

**Approval of Consent Agenda**

Motion, by Cole with support from Graham to approve the consent agenda.

**Correspondence**

**Department Reports**

- a. Interim City Manager  
Murphy reported Riverside Park opened May 1<sup>st</sup> for the season. The new manager is settling in wonderfully.
- b. Police Chief  
School Resource Officer Steve Case accepted his badge from the Scottville Police Department.
- c. Attorney  
Absent
- d. Mayor  
Nothing to report
- e. Treasurer  
Revenue and Expenditure Report provided.  
Shafer also noted the State Tax Commission has approved the continuation of the computerized database for the tax roll.

f. Committee/Board Reports

1. Building/Grounds/Infrastructure

Claveau reported the group continues to work on needed items at the Department of Public Works Building. Waiting on proposal from the Old Engine Club.

2. Personnel

This committee played a vital role in the contract presented today regarding the City Manager position. They are currently working on filling the vacancy with the DPW.

**Unfinished Business**

None.

**New Business**

**a. Riverside Park Seasonal Rate Increase 2022**

This item was referred to Parks and Recreation for further discussion.

**b. Draft Budget 2021/2022**

Item for review only

**Public Comment**

Tom Bingham

Sue Petiprin

**Council Member Comments**

None

**Adjournment**

Motion, by Alway with support from Cole to adjourn.

Motion Carried 7:38PM

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Mayor, Marcy M. Spencer

Clerk, Kelse Lester



## Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 5-17-2021

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
TNT ENTERPRIZE	5-11-2021	CEMETERY MOWING	GENERAL FUND	\$300.00
STEVE CASE	5-12-21	POSTAGE	GENERAL FUND	\$4.80
ALPINE TREE SERVICE	1839	TREE REMOVAL MAJOR, LOCAL ST	MAJOR STREET	\$7,400.00
MASON COUNTY TREASUR	5-10-2021	TAX ROLL 2021	GENERAL FUND	\$32.15
APEX CONSTRUCTION LLC	000258	ROOF REPAIR	GENERAL FUND	\$600.00
CITY OF SCOTTVILLE--WA	5-13	225 US 10	GENERAL FUND	\$25.60
CITY OF SCOTTVILLE--WA	5-12-21	105 N MAIN	GENERAL FUND	\$64.52
CITY OF SCOTTVILLE--WA	5-11-21	325 US 10	GENERAL FUND	\$45.50
CITY OF SCOTTVILLE--WA	5-14-21	305 US 10	GENERAL FUND	\$28.47
CITY OF SCOTTVILLE--WA	5-15-2021	148 S MAIN	DDA OPERATIO	\$57.68
CITY OF SCOTTVILLE--WA	5-2021	650S S SCOTTVILLE	GENERAL FUND	\$107.50
CITY OF SCOTTVILLE--WA	5-21	601 FIRST	GENERAL FUND	\$59.96

**TOTAL OF SCHEDULED CHECK RUN: \$29,052.40**



## Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 5-17-2021

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
CONSUMERS ENERGY	202163690665	601 E 1ST	GENERAL FUND	\$12.78
SYNCWAVE LLC	5-2021	PHONE, INTERNET	GENERAL FUND	\$821.53
WEX BANK	4-2021	FUEL	MOTOR POOL F	\$1,012.84
AFLAC	5-20-21	PAYROLL DEDUCTIBLE	GENERAL FUND	\$406.82
SCOTTVILLE POSTMASTER	6-2021	503 CARDS	SEWAGE DISPO	\$181.08
GREG BARNETT	4-2021	ASSESSOR	GENERAL FUND	\$636.00
QUALITY KLEEN	4-25-2021	CLEANING CITY HALL, POLICE DEPT	GENERAL FUND	\$525.00
STRONG INDUSTRIAL SUP	1443213	DPW SUPPLIES	GENERAL FUND	\$36.47
CARLOS ALVARADO LAWS	4-2021	ATTORNEY	GENERAL FUND	\$2,748.33
STAPLES CREDIT PLAN	5-2021	OFFICE SUPPLIES	GENERAL FUND	\$13.49
JACKPINE BUSINESS CENT	464635-0	RIVERSIDE PARK SUPPLIES	GENERAL FUND	\$225.00
FREEMAN CREEK EQUIPME	23995	EQUIP REPAIR	MOTOR POOL F	\$96.71
JR ACCOUNTING	2089	ACCOUNTING	GENERAL FUND	\$495.00
LUDINGTON DAILY NEWS	5-2021	ADVERTISING	GENERAL FUND	\$40.00
FREEMAN CREEK EQUIPME	11597	MOWER REPAIRS	GENERAL FUND	\$54.20
PICTORIAL GRAPHICS AND	4-20-21	SUPPLIES	GENERAL FUND	\$153.00
WEST MICHIGAN INTERNA	4-30-21	EQUIP REPAIR	MOTOR POOL F	\$207.00
WEST MI CRIMINAL JUSTI	4450	SPRING 2021	GENERAL FUND	\$87.50
CONSUMERS ENERGY	201451763606	209 W STATE	GENERAL FUND	\$60.02
CONSUMERS ENERGY	201451763610	85 E REEDS	GENERAL FUND	\$56.92
CONSUMERS ENERGY	203320584999	703 S SCOTTVILLE	GENERAL FUND	\$53.53
CONSUMERS ENERGY	201451763601	700 S SCOTTVILLE	GENERAL FUND	\$64.57
CONSUMERS ENERGY	203320585000	700 S SCOTVILLE	GENERAL FUND	\$110.58
TOWNS BROTHERS CONST	8179	GRAVEL RIVERSIDE PARK	GENERAL FUND	\$80.96
REPUBLIC SERVICES	5-2021	GARBAGE SERVICE	GARBAGE AND	\$6,681.24
DTE ENERGY	5-5-21	HEAT	GENERAL FUND	\$538.46
CONSUMERS ENERGY	201451763599	650 S MAIN	GENERAL FUND	\$0.07
DTE ENERGY	5-27-21	105 N MAIN	GENERAL FUND	\$352.38
DTE ENERGY	5-26-21	105 W STATE	DDA OPERATIO	\$78.49
MASON COUNTY PRESS	6031	ADVERTISING	GENERAL FUND	\$125.00
SPECTRUM BUSINESS	0014572041321	CABLE	GENERAL FUND	\$2,161.44
PARTS PLUS OF MASON C	12554	EQUIP REPAIR	MOTOR POOL F	\$15.00
PITNEY BOWES	6-3-21	LEASED EQUIP	GENERAL FUND	\$254.97
SPECTRUM BUSINESS	8245122900014572	CABLE RIVERSIDE PARK	GENERAL FUND	\$709.84
TNT ENTERPRIZE	5-12-21	MCPHAIL MOWING	GENERAL FUND	\$800.00
TNT ENTERPRIZE	5-12-2021	WOOD	GENERAL FUND	\$400.00
TNT ENTERPRIZE	5-2021	SUB STATION	SEWAGE DISPO	\$30.00



**CITY OF SCOTTVILLE  
2021-2022 GENERAL APPROPRIATIONS ACT  
BUDGET ADOPTION LIST**

**RESOLUTION NO. 21-12**

WHEREAS, the Charter and State law requires the City of Scottville to advertise and hold a public hearing on the proposed budget and millage rates prior to adopting the budget and millage rates; and,

WHEREAS, the notice of public hearing on the proposed budget and millage rates was advertised in the Ludington Daily News, and a public hearing was held on May 17, 2021; and,

WHEREAS, the "Truth in Budgeting Act" enables the City to establish the number of property tax mills needed to offset proposed expenditures subsequent to the public hearing on the budget and millage rates.

NOW, THEREFORE, BE IT RESOLVED, that the Scottville City Commission adopts the following City of Scottville Budgets for the fiscal year 2021-2022 including capital outlay, debt service, appropriations and other matters included in the following expenditures:

**GENERAL FUND – 101**

<b>Revenue:</b>		<b>840,771</b>
Taxes (401-447)	423,700	
Grants (541)	2,000	
State Revenue Sharing (574)	123,250	
License & Comm. Stabiliz (571-573)	28,252	
Charges for Services (600-613)	45,000	
River Park Revenue (653.1-653.8, 654.6)	165,000	
Recreation Revenue (654)	1,900	
Fines & Forfeits (655)	1,500	
Interest & Rents (664-667.1)	6,692	
Other Revenue (671.1-699.446)	43,477	
<b>Expenditures:</b>		<b>831,611</b>
City Commission (101)	50,116	
City Manager (172)	88,310	
Elections (262)	8,337	
Board of Review (247)	18,283	
City Clerk (215)	32,120	
City Treasurer (253)	40,660	
City Hall & Grounds (265)	59,355	
Parking Lot & Mall (267)	20,994	
Brookside Cemetery (567)	19,696	
Police Department (301)	250,878	
Zoning Inspections (371)	5,597	
Dept. of Public Works (441)	83,025	
Alleys & Sidewalks (444)	17,045	
Street Lighting (448)	29,996	
Recreation Department (751)	14,631	
River Park (756)	92,568	

**MAJOR STREET FUND – 202**

<b>Revenue:</b>		<b>142,028</b>
State Gas & Weight (546)	120,000	
Interest & Investments (664)	0	
Trunkline Maintenance (692)	22,028	
<b>Expenditures:</b>		<b>83,836</b>
Maintenance (463)	13,244	
Traffic Services (474)	2,532	
Trunkline Maintenance (477)	15,086	
Winter Maintenance (478)	22,474	
Administration (482)	30,500	

**LOCAL STREET FUND – 203**

<b>Revenue:</b>		<b>75,100</b>
State Gas & Weight (546)	42,000	
Metro Act (540.1)	5,000	
Interest on Investments (664)	100	
Transfers In (676.1)	28,000	
<b>Expenditures:</b>		<b>54,903</b>
Maintenance (463)	29,858	
Traffic Services (474)	3,467	
Winter Maintenance (478)	19,078	
Administration (482)	2,500	

**GARBAGE & REFUSE FUND – 226**

<b>Revenue:</b>		<b>95,413</b>
Taxes (406-445)	50,413	
Interest on Investments (664)	0	
Bag Sales (695)	45,000	
<b>Expenditures:</b>		<b>86,580</b>
Landfill Cap (227)	10,500	
Sanitation (528)	66,631	
Recycling (530)	9,449	

**DDA OPERATING FUND – 248**

<b>Revenue:</b>		<b>47,625</b>
Taxes (404.2-445)	12,300	
Contributions/Other Revenue	35,325	
<b>Expenditures:</b>		<b>49,123</b>

**POLICE ACT FUND – 266**

<b>Revenue:</b>		<b>500</b>
<b>Expenditures:</b>		<b>500</b>

**SEWAGE DISPOSAL FUND – 590**

<b>Revenue:</b>		<b>383,600</b>
Customer Sales (602)	375,800	
Penalties (445.1)	6,000	
Interest & Investments (664)	0	
Other Revenue (695)	1,800	
<b>Expenditures:</b>		<b>381,473</b>
Waste Water Treatment (560)	141,453	
Transmission Maintenance (564)	38,242	
Administrative (566)	201,778	

**WATER SYSTEM FUND – 591**

<b>Revenue:</b>		<b>309,150</b>
Customer Sales & Fees (403.1-445.1)	309,150	
Interest on Investments (664-665)	0	
<b>Expenditures:</b>		<b>254,765</b>
Water Supply (560)	114,981	
Transmission & Mains (564)	63,352	
Administrative (566)	76,432	

**MOTOR POOL FUND – 661**

<b>Revenue:</b>		<b>83,800</b>
<b>Expenditures:</b>		<b>63,265</b>

**CEMETERY PERPETUAL CARE FUND – 151**

<b>Revenue:</b>		<b>400</b>
<b>Expenditures:</b>		<b>0</b>

BE IT FURTHER RESOLVED, that the Scottville City Commission hereby establishes a property tax levy of 16.9000 mills for General Fund operating purposes and 2.6000 mills for Refuse Fund purposes for the 2021-2022 fiscal year; and,

BE IT FURTHER RESOLVED, the Scottville City Commission approves a special levy of 2.000 mills on the real and tangible personal property not exempt by law on the property located within the legal bounds of the Downtown Development Authority District.

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 foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Scottville at its 1497<sup>th</sup> Regular Meeting held on Monday May 17, 2021.

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Kelse Lester  
City Clerk

CITY OF SCOTTVILLE, MICHIGAN

RESOLUTION TO PLACE A SPECIAL ASSESSMENT ON THE  
2020 WINTER TAX ROLL FOR DELINQUENT WATER BILLS

RESOLUTION NO. 21-11

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 SUMMER 2021 tax bills FORTY-FOUR (44) 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 order to try and 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 SUMMER 2021 taxes totaling \$16,618.01

1.	052-290-272-00	\$426.58	118 S. MAIN
2.	052-221-401-00	\$426.58	106 E STATE
3.	052-115-023-00	\$937.16	204 W STATE
4.	052-124-012-00	\$175.81	107 W BROADWAY
5.	052-124-016-00	\$107.84	111 W BROADWAY
6.	052-131-006-00	\$421.04	127 W BROADWAY
7.	052-132-002-00	\$169.86	128 W BROADWAY
8.	052-213-014-00	\$97.58	110 S COLUMBIA
9.	052-200-021-00	\$610.78	206 E FIFTH
10.	052-112-009-00	\$246.15	110 W FIFTH
11.	052-103-005-00	\$84.52	309 FIRST
12.	052-103-005-00	\$1012.58	104 HIGH
13.	052-243-005-00	\$400.09	302 JAMES
14.	052-125-001-00	\$365.28	209 N MAIN
15.	052-141-002-00	\$763.09	305 N MAIN
16.	052-250-014-00	\$213.21	502 N MAIN
17.	052-218-003-00	\$641.52	303 S MAIN
18.	052-218-004-00	\$832.32	307 S MAIN
19.	052-122-008-00	\$413.47	1245 S MAIN
20.	052-123-015-00	\$965.28	213 N REINBERG
21.	052-104-002-00	\$606.10	204 SCOTT
22.	052-220-009-00	\$533.56	306 E STATE
23.	052-260-006-00	\$569.41	507 E STATE
24.	052-122-023-00	\$108.88	113 W STATE
25.	052-122-023-00	\$325.89	121 W STATE
26.	052-122-029-00	\$79.40	125 W STATE
27.	052-245-006-00	\$535.90	209 THOMAS
28.	052-250-043-00	\$709.10	306 THOMAS

29. 052-250-032-00	\$233.68	401 THOMAS
30. 052-250-029-00	\$885.32	407 THOMAS
31. 052-250-027-00	\$106.7	411 THOMAS
32. 052-242-013-00	\$328.00	309 E STATE
33. 052-102-006-00	\$114.47	110 CROWLEY
34. 052-220-002-00	\$161.60	304 E STATE
35. 052-270-002-00	\$75.92	105 HIGH
36. 052-243-011-50	\$115.82	305 E BROADWAY
37. 052-112-008-00	\$16.42	505 CROWLEY
38. 052-162-001-00	\$156.96	411 N MAIN
39. 052-275-000-00	\$434.39	214 N TAYLOR CT
40. 052-121-001-00	\$49.86	203 W STATE
41. 052-121-002-00	\$579.14	106 S REINBERG
42. 052-231-008-00	\$231.95	416 E STATE
43. 052-106-002-00	\$205.33	306 S MAIN
44. 052-103-004-00	\$143.47	307 FIRST

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 1497<sup>th</sup> Regular Meeting held Monday, MAY 17, 2021.

\_\_\_\_\_  
Kelse R. Lester, Clerk

## RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

*This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.*

**MAIL TO:** Michigan Department of Transportation, Financial Operations  
Division, P.O. Box 30050, Lansing, MI 48909.  
or Fax to: (517) 335-1828

**NOTE:** Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner \_\_\_\_\_  
offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate \_\_\_\_\_ Oneil James Newkirk III

City Manager \_\_\_\_\_ as the single Street Administrator for the City or Village of  
City of Scottville \_\_\_\_\_ in all transactions with the State Transportation Department  
as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting  
of the governing body of this municipality on the \_\_\_\_\_ day of

CITY OR VILLAGE CLERK (SIGNATURE)	E-MAIL ADDRESS clerk@cityofscottville.org	DATE
STREET ADMINISTRATOR (SIGNATURE)	E-MAIL ADDRESS citymanager@cityofscottville.org	DATE
ADDRESS OF CITY OR VILLAGE OFFICE 105 N Main St		P.O.BOX
CITY OR VILLAGE Scottville, MI	ZIP CODE 49454	PHONE NUMBER 757-4729