

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

1509<sup>th</sup> Regular Meeting Monday November 15<sup>th</sup> at 6:30 PM

**This meeting will be held 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 1508<sup>th</sup> Meeting Minutes
- B. Approval of Bills in the amount of \$83,341.88

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/ Public Safety
  - Personnel, Rules & Ethics
  - Planning Commission
  - Parks & Rec Board

9. Unfinished Business

- a. Social District

10. New Business

- a. Claveau Resignation
- b. Planning Commission Appointment

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 1508<sup>th</sup> Regular Commission meeting of the Scottville City Commission was held at City Hall 105 N. Main St on November 1<sup>st</sup>, 2021. Called to order at 6:30pm by Mayor Marcy M. Spencer.

### **Present at Roll Call**

Aaron Seiter

Ryan Graham

Eric Thue

Mayor Marcy M. Spencer

Also in attendance: Chief Murphy, Attorney Alvarado, Treasurer Shafer.

Absent: Alway, Claveau, Yeomans and Lester

### **Additions/Deletions to Agenda**

None

### **Approval of Agenda**

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

Motion carried.

### **Approval of Consent Agenda**

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

Motion carried.

### **Correspondence**

Vacancy for the open seat on the Planning Commission will be posted in the Ludington Daily News, at City Hall and on the city website.

### **Department Reports**

#### a. City Manager

Newkirk offered a few details on the current truck route, which was established in 1981. More information will be supplied later on the agenda. Newkirk has applied for a \$30,000 Rural Development Grant for Riverside Park to update the electrical system. Several committee terms will expire December 2021. Newkirk has reached out to ensure those members are aware and has recommended that they submit a letter of interest if they still wish to serve.

#### b. Police Department

Murphy reported he has been working with Newkirk on re-establishing the truck route. His department is working with Ludington to coordinate the annual "Shop with a Cop" program. Firearms training has been completed. Trick or treating was remarkably successful, without incident. He reminded everyone of the winter parking ordinance in effect November 1 through April 1.

#### c. City Attorney

Alvarado offered he has been working diligently at the committee level. Specifically, Ordinance violation/prosecution.

#### d. Mayor

Spencer supplied literature documenting the new roster for all committee and board members. Additionally, she chosen to combine Ordinance and Public Safety.

#### e. Treasurer

Shafer had to nothing to report.



f. Committee Reports

Ordinance

The group met to discuss the current stance on Marijuana establishments within city limits. They have referred the item to the Planning Commission for further discussion.

**Unfinished Business**

None.

**New Business**

a. Eric Van Dop/ Brickley Delong Presenting Annual Audit Report

Eric Van Dop with Brickley Delong presented results from the City's 2020/2021 audit. His report indicated the city is in good shape financially and has supplied the required documentation for the team to perform a thorough analysis. He looks forward to working with city staff for the upcoming fiscal year.

b. Truck Route

Newkirk spoke of the many changes that have occurred since the original truck route was established in 1981, pre-bypass. The existing infrastructure was not built to withstand fully loaded trucks. His goal is not to prohibit local delivery, but to be most efficient and conscious of future road repairs, local traffic and pedestrian use. He would like this item sent to Buildings/Grounds/Infrastructure for further discussion.

c. Board of Review Appointment

Motion, by Spencer with support from Graham to accept Bruce Krieger's request to join the Board of Review.

Motion carried.

**Public Comment**

Tom Rotta

**Council Member Comments**

Thue inquired about the timeline for the new truck route.

Graham informed the citizens of a potential mileage for MCC to be considered for May 2022 election.

Spencer was pleased with results of the partnership with MCC for Halloween festivities.

**Adjourn**

Motion, by Graham with support from Seiter to adjourn.

Motion Carried 7:22 PM

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Mayor, Marcy M. Spencer

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Clerk, Kelse Lester





## Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 11-15-21

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
SYNCWAVE LLC	11-2021	INTERNET, PHONES	GENERAL FUND	\$646.71
WEX BANK	11-2021	FUEL	MOTOR POOL F	\$2,277.33
FREMONT PUBLIC SCHOOL	11-1-2021	CDL TRAINING	GENERAL FUND	\$100.00
STEVE CASE	11-1-21	REIMBURSEMENT MEALS, HALLOWEEN	GENERAL FUND	\$116.22
STRONG INDUSTRIAL SUP	1457924	SHOP SUPPLIES	GENERAL FUND	\$178.70
CONSUMERS ENERGY	201452040492	605 N SCOTTVILLE	SEWAGE DISPO	\$47.59
CONSUMERS ENERGY	202519936821	601 W 1ST	GENERAL FUND	\$151.64
CONSUMERS ENERGY	201274110476	105 N MAIN	GENERAL FUND	\$208.18
CONSUMERS ENERGY	201185131826	703 S SCOTTVILLE	GENERAL FUND	\$532.19
CONSUMERS ENERGY	201185131827	700 S SCOTTVILLE	GENERAL FUND	\$985.55
CONSUMERS ENERGY	201452040490	209 W STATE	GENERAL FUND	\$29.84
CONSUMERS ENERGY	201452040489	209 W STATE	GENERAL FUND	\$96.88
CONSUMERS ENERGY	201452040486	1065 W US 10	GENERAL FUND	\$31.17
CONSUMERS ENERGY	201452040485	202 E 5TH	SEWAGE DISPO	\$336.53
CONSUMERS ENERGY	201452040484	700 S SCOTTVILLE	GENERAL FUND	\$188.95
CONSUMERS ENERGY	201452040483	146 S MAIN	GENERAL FUND	\$29.09
CONSUMERS ENERGY	201452040491	114 S MAIN	GENERAL FUND	\$37.24
CONSUMERS ENERGY	201452040482	650 S MAIN	GENERAL FUND	\$47.45
CONSUMERS ENERGY	201452040488	209 W STATE	GENERAL FUND	\$88.29
CONSUMERS ENERGY	201452040493	85 E REEDS	GENERAL FUND	\$76.74
CONSUMERS ENERGY	201452040487	1026 W HIGHWAY	GENERAL FUND	\$29.24
BRIANS SUPERIOR SEALCO	4188	ROAD REPAIR S COLUMBIA	LOCAL STREET	\$750.00
GREG BARNETT	11-1-2021	ASSESSING	GENERAL FUND	\$636.00
PLUMMER'S ENVIRONMEN	21143933	CONTRACTED WORK	GENERAL FUND	\$1,678.10
LUDINGTON DAILY NEWS	10-31-21	ADVERTISING	GENERAL FUND	\$40.00
WORKPLACE HEALTH LUDI	11-1-21	DOT PHYSICAL EXAM	GENERAL FUND	\$95.00
751 PARTS CO INC	11-2021	SHOP SUPPLIES, EQUIP REPAIR	GENERAL FUND	\$275.29
PARTS PLUS OF MASON C	11-2-21	SHOP-EQUIP REPAIR	MOTOR POOL F	\$144.39
CONSUMERS ENERGY	11-2021	STREET LIGHTS	GENERAL FUND	\$483.75
CONSUMERS ENERGY	206702199341	105 N MAIN	GENERAL FUND	\$32.09
CONSUMERS ENERGY	206702199342	STREET LIGHTS	GENERAL FUND	\$1,762.31
CONSUMERS ENERGY	206702199343	105 N MAIN	GENERAL FUND	\$48.35
BRICKLEY DELONG	11-2021	AUDIT	GENERAL FUND	\$10,905.00
ACE 1	9-11-21	FALL CELEBRATION PORT A POTTY	DDA OPERATIO	\$285.00
HARBOR PIPE & SUPPLY	11-3-21	LOCAL STREET	LOCAL STREET	\$318.00
WATSON CHRYSLER DODG	11-2-21	EQUIP REPAIR	MOTOR POOL F	\$97.90
MASON COUNTY TREASUR	10-31-21	TAX DISBURSEMENT	ESCROW TAX F	\$11,116.41







## Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 11-15-21

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
LUDINGTON MASS TRANSP	10-31-21	TAX	ESCROW TAX F	\$1,211.24
CITY OF SCOTTVILLE TAX	10-31-21	TAX PAYOUT	ESCROW TAX F	\$20,068.36
FREEMAN CREEK EQUIPME	12125	EQUIP REPAIR	MOTOR POOL F	\$13.99
STAPLES CREDIT PLAN	11-23-21	OFFICE SUPPLIES	GENERAL FUND	\$21.19
MOW TIME	1469	MOWING	DDA OPERATIO	\$210.00
STRONG INDUSTRIAL SUP	1458452	DPW SUPPLIES	GENERAL FUND	\$34.79
DTE ENERGY	11-2-21	HEAT	DDA OPERATIO	\$48.44
DTE ENERGY	11-24-21	105 N MAIN	GENERAL FUND	\$99.61
REPUBLIC SERVICES	11-20-21	GARBAGE, RECYCLE	GARBAGE AND	\$6,947.74
VISA	11-1-21	SHOP SUPPLIES. POLICE MAILING	GENERAL FUND	\$33.87
VISA	11-2-21	TRAVEL, EQUIP	GENERAL FUND	\$334.60
VISA	11-3-21	POLICE, CITY, RIVERSIDE	GENERAL FUND	\$293.63
VISA	10-11-21	SEWER	SEWAGE DISPO	\$174.87
RICKY MORSE	11-5-21	CDL LICENSE	GENERAL FUND	\$18.26
VISA	11-9-21	POLICE SUPPLIES. EQUIP REPAIR, RIVER	MOTOR POOL F	\$1,525.88
LARRY CARROLL	10-29-21	CLEANING OPTIMIST	DDA OPERATIO	\$315.00
VICTORIA CARROLL	10-29-21	RENTAL AGENT	DDA OPERATIO	\$175.00
TAYNA MCVICKER	10-25-21	DEPOSIT REFUND	DDA OPERATIO	\$250.00
MIKE PRICE	10-25-21	REFUND	DDA OPERATIO	\$250.00
DMC UNLIMITED	11062109	POLICE DEPT COMPUTER SUPPORT	GENERAL FUND	\$75.00
WEST MI CRIMINAL JUSTI	4651	LAW ENFORCEMENT DISTRIBUTION	GENERAL FUND	\$87.50
LUDINGTON LOCK & KEY	11-11-21	PADLOCK	GENERAL FUND	\$22.00
GINMAN TIRE COMPANY, I	6262	EQUIP REPAIR	MOTOR POOL F	\$586.00
TGG SOLUTIONS	12-1-21	DISABILITY INS	GENERAL FUND	\$245.96
CARLOS ALVARADO LAWS	11-2021	ATTORNEY-BLIGHT ISSUES	GENERAL FUND	\$1,395.83
MASON COUNTY COMMUN	11-12-21	DONATION	SCULPTURE PR	\$14,000.00

**TOTAL OF SCHEDULED CHECK RUN: \$83,341.88**



**CITY OF SCOTTVILLE  
RESOLUTION TO ESTABLISH OUTDOOR  
SOCIAL AND COMMON AREA ZONES AND  
GRANTING THE CITY MANAGER THE  
AUTHORITY TO APPROVE SUCH REQUESTS  
RESOLUTION NO. 2021-\_\_\_\_\_**

WHEREAS, the Scottville City Code, Title IX, Chapter 55, Section 95.15 grants the City Manager authority to order temporary closings of any street, or portion thereof, when deemed to be unsafe or temporarily unsuitable for any reason, and;

WHEREAS, the Scottville City Code, Title IX, Chapter 55, Section 95.45 provides existing standards for Outdoor Dining to be located on sidewalks subject to meeting certain standards as established by the Code, and;

WHEREAS, under MCL 436.1551 Businesses that are granted a Social District Permit may sell alcoholic liquor (beer, wine, mixed spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the "Commons Area" of the Social District until January 1<sup>st</sup>, 2025 and;

WHEREAS, the City of Scottville wishes to recognize these businesses and create an opportunity to both support their business and bring additional vitality to the Downtown area through creation of an "Outdoor Dining and Social Zone", and;

WHEREAS, the City of Scottville wishes to make eligible any sidewalk, on-street parking space, or space within City-owned parking lots located within the boundaries of the City of Scottville Downtown Development Authority (DDA) Boundaries eligible for creation of a "Common Area" for adjoining businesses, and;

WHEREAS, the City Commission wishes to grant the City Manager authority to set outdoor "Common Areas" at their discretion or in conjunction with the request of a business owner within the DDA boundaries, Section 95.45 of the Scottville City Code guidelines, and;

NOW THEREFORE BE IT RESOLVED, that effective immediately and until January 1<sup>st</sup>, 2025, the City of Scottville hereby establishes an "Outdoor Dining and Social Zone" within the boundaries of the City of Scottville Downtown Development Authority (DDA) and grants the City Manager authority to issue approvals and create specific seating zones and "Common Areas" within any eligible sidewalk, on-street parking area, or portion of City-owned parking lots.

Resolution No. 2021-\_\_\_\_\_ was moved for adoption by Commissioner \_\_\_\_\_ at the Scottville City Commission meeting held on November 15, 2021. Seconded by Commissioner \_\_\_\_\_. The motion for adoption received the following vote:

Yes:

No:

Absent:

Attested to by the City of Scottville, Michigan.

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Kelse Lester, City Clerk



**Michigan Liquor Control Commission (MLCC)**  
Constitution Hall, 2<sup>nd</sup> Floor, 525 W. Allegan St, Lansing, MI 48933  
P.O. Box 30005, Lansing, MI 48909  
866-813-0011 – [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

### **Social District Permit Information For Local Governmental Units**

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District. The commons area is not considered part of the licensed premises for any of the licensees that hold a Social District Permit.

The term commons area is defined by MCL 436.1551(8)(a):

*"Commons area" means an area within a social district clearly designated and clearly marked by the governing body of the local governmental unit that is shared by and contiguous to the premises of at least 2 other qualified licensees. Commons area does not include the licensed premises of any qualified licensee.*

The term qualified licensee is defined by MCL 436.1551(8)(c):

*"Qualified licensee" means any of the following:*

- *A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises. (This includes the following license types: Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, G-2, Brewpub.)*
- *A manufacturer with an on-premises tasting room permit issued under section 536.*
- *A manufacturer that holds an off-premises tasting room license issued under section 536.*
- *A manufacturer that holds a joint off-premises tasting room license issued under section 536.*

A list of all licensees, sorted by county and local governmental unit, may be found on the MLCC website:

[https://www.michigan.gov/documents/lara/liclist\\_639292\\_7.xlsx](https://www.michigan.gov/documents/lara/liclist_639292_7.xlsx)

The governing body of a local governmental unit may designate a Social District pursuant to MCL 436.1551 under the following conditions:

- Designate a Social District that contains a commons area, as defined in MCL 436.1551(8)(a).
- Establish local management and maintenance plans, including hours of operation, for a commons area.
- Define and clearly mark with signs the designated commons area.
- A governing body of a local governmental unit shall not designate a Social District that would close a road unless the governing body receives prior approval from the road authority with jurisdiction over the road.
- The governing body shall maintain the commons area in a manner that protects the health and safety of the community.
- The governing body may revoke the designation if it determines that the commons area threatens the health, safety, or welfare of the public or has become a public nuisance. Before revoking the designation, the governing body must hold at least 1 public hearing on the proposed revocation. The governing body shall give notice as required under the open meetings act of the time and place of the public hearing before the public hearing.
- The governing body shall file the designation or revocation of the Social District with the MLCC.

Before applying to the MLCC for a Social District Permit, a qualified licensee must first obtain approval from the governing body of the local governmental unit. A fillable resolution for this approval is part of the [Social District Permit Application \(LCC-208\)](#).

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### **Filing the Designation of a Social District with the MLCC**

A local governmental unit must file the following items with the MLCC when designating a Social District:

- A copy of the resolution passed by the governing body designating the Social District and commons area.
- A copy of the management and maintenance plans, including the hours of operation, established by the local governmental unit for the Social District and commons area.
- A diagram or map that clearly shows the boundaries of the Social District and commons area. Please indicate the name, address, and location of the qualified licensees that are contiguous to the commons area on the diagram or map.

**Submit the items above to:**

**By Mail: Michigan Liquor Control Commission - P.O. Box 30005 - Lansing, MI 48933**

**By Fax: (517) 763-0059**

**By Email: [mlccrecords@michigan.gov](mailto:mlccrecords@michigan.gov)**

***Additional sections of the Liquor Control Code for a local governmental unit to consider when establishing a Social District or commons area within a Social District:***

**MCL 436.1915 - Possessing or consuming alcoholic liquor on public highway or in park, place of amusement, or publicly owned area; authority of local governmental unit or state department or agency to prohibit possession or consumption of alcoholic liquor; definitions.**

(1) Alcoholic liquor shall not be consumed on the public highways.

(2) Except as provided in subsections (3) and (4), alcoholic liquor may be possessed or consumed in public parks, public places of amusement, or a publicly owned area not licensed to sell for consumption on the premises.

(3) The governing body of a local governmental unit may prohibit by ordinance, order, or resolution the possession or consumption of alcoholic liquor in any public park, public place of amusement, or publicly owned area that is owned or administered, or both, by that local governmental unit. When land is leased from a department or agency of this state, an ordinance, order, or resolution adopted pursuant to this subsection shall be subject to the approval of the department or agency.

(4) A department or agency of this state that administers public lands may prohibit by rule, order, or resolution the possession or consumption of alcoholic liquor on the public land under its jurisdiction.

(5) As used in this section:

(a) "Local governmental unit" means a county, city, township, village, or charter authority.

(b) "Publicly owned area" means an area under the jurisdiction of a local governmental unit.

**MCL 436.1913(1), (2), & (5) - Prohibited conduct; unlicensed premises or place; unlawful consumption of alcoholic liquor; exceptions; construction of section; "consideration" defined.**

(1) A person shall not do either of the following:

(a) Maintain, operate, or lease, or otherwise furnish to any person, any premises or place that is not licensed under this act within which the other person may engage in the drinking of alcoholic liquor for consideration.




(b) Obtain by way of lease or rental agreement, and furnish or provide to any other person, any premises or place that is not licensed under this act within which any other person may engage in the drinking of alcoholic liquor for consideration.

(2) A person shall not consume alcoholic liquor in a commercial establishment selling food if the commercial establishment is not licensed under this act. A person owning, operating, or leasing a commercial establishment selling food which is not licensed under this act shall not allow the consumption of alcoholic liquor on its premises.

(5) As used in this section, "consideration" includes any fee, cover charge, ticket purchase, the storage of alcoholic liquor, the sale of food, ice, mixers, or other liquids used with alcoholic liquor drinks, or the purchasing of any service or item, or combination of service and item; or includes the furnishing of glassware or other containers for use in the consumption of alcoholic liquor in conjunction with the sale of food.

# DDA Boundary

City of Scottville, Michigan

-  DDA Boundary
-  Approximate Parcel Boundaries
-  Railroads



Base Map Source: Mason County Geographic Framework, v54, Michigan Center for Geographic Information, May 2006.  
Aerial Photo Source: USGS Aerial Photo, Scottville, Michigan, 3/31/1999.  
Parcel/DDA Source: City of Scottville Map provided by the City of Scottville, last updated 1994.



6/12/21

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## Appendix B

### Legal Description of the City of Scottville Downtown Development Authority District

Beginning at the point of intersection of the s row of Second St. and the w row of Crowley St., th n to the s row of First St., th w to the w row of Reinberg Ave., th n to the ne corner of parcel 2, block 1, of the City Assessor's Western Add., th e to the se corner of parcel 27, block 2, of the City Assessor's Western Add., th n to the sw corner of parcel 26, block 2, of the City Assessor's Western Add., th e to the se corner of parcel 23, block 2, of the City Assessor's Western Add., th n to the s row of State St., th w to a point s of the se corner of parcel 23, Block 4, of the City Assessor's Western Add., th n to the ne corner of parcel 23, Block 4, of the City Assessor's Western Add., th e to the ne corner of parcel 23, Block 4, of the City Assessor's Western Add., th n to the nw corner of parcel 21, Block 4, of the City Assessor's Western Add., th e to the se corner of parcel 18, Block 4, of the City Assessor's Western Add., th n to the sw corner of parcel 16, Block 4, of the City Assessor's Western Add., th e to the ne corner of parcel 15, Block 4, of the City Assessor's Western Add., th s to the nw corner of parcel 13, Block 4, of the City Assessor's Western Add., th e to the ne corner of parcel 11, Block 4, of the City Assessor's Western Add., th n to the s row of Broadway, th ne to the se corner of parcel 9, block 5, of the City Assessor's Western Add., th n to the ne corner of parcel 15, block 5, of the City Assessor's Western Add., th w to the sw corner of parcel 1, block 5, of the City Assessor's Western Add., th n to the nw corner of parcel 1, block 5, of the City Assessor's Western Add., th e to the e row of Main St., th s to the sw corner of parcel 4, block 5, of the Assessor's Replat of Neil's Addition, th e to the sw corner of parcel 7, block 5, of the Assessor's Replat of Neil's Addition, th s to the n row of Broadway, th e to a point n of the nw corner of parcel 9, block 1, of the Assessor's Replat of Neil's Addition, th s to the se corner of parcel 24, block 1, of the Assessor's Replat of Neil's Addition, th w to the nw corner of parcel 22, block 1, of the Assessor's Replat of Neil's Addition, th s to the n row of State St., th e to the e row of Blaine St., th s to the sw corner of parcel 5, block 13, of the City Assessor's Replat, th e 160', th s to the sw corner of parcel 14, block 14, of the City Assessor's Replat, th e to the w row of Columbia Ave, th s to the c.l. of the CSX row, th w to a point n of the nw corner of parcel 6, block 15, of the City Assessor's Replat, th s to the sw corner of parcel 6, block 18, of the City Assessor's Replat, th w to the point of beginning.





## Social District Permit Information

### Local Governmental Approval Required Before You Apply



The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

The commons area is not considered part of any licensee's licensed premises. Nevertheless, a licensee that has been issued a Social District Permit must make every effort to ensure that it does not sell alcoholic liquor to a minor or intoxicated person.

Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor. A licensee shall not allow alcoholic liquor purchased from another licensee to be brought onto its licensed premises.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



### Social District Permit Application

#### Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name:		
Address:		
City:	State:	Zip Code:
Contact Name:	Phone:	Email:

#### Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <i>Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)</i>	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036)  <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<b>TOTAL DUE:</b> <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> Make checks payable to <b>State of Michigan</b>

*Leave Blank - MLCC Use Only*

#### Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Licensee & Title	Signature of Licensee	Date
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Please return this completed form and fees to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933  
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906  
Fax with Credit Card Authorization to: 517-284-8557



### Local Governmental Unit Approval For Social District Permit

**Instructions for Governing Body of Local Governmental Unit:**

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ meeting of the \_\_\_\_\_ council/board  
(regular or special) (name of city, township, or village)

called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
(date) (time)

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from \_\_\_\_\_  
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is \_\_\_\_\_ by this body for consideration for approval by the  
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_  
council/board at a \_\_\_\_\_ meeting held on \_\_\_\_\_  
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

\_\_\_\_\_  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (see note below).

### Credit Card Authorization Form

**\*\* FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 \*\***

**\*\* DO NOT EMAIL OR MAIL THIS FORM \*\***

*Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.*

**\*\*IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED\*\***

Name on Card: \_\_\_\_\_

Payment Amount: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Card Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Check One:

Phone: \_\_\_\_\_

MasterCard

Visa

Discover

Email: \_\_\_\_\_

Security Code/CVV Code: \_\_\_\_\_

Applicant/Licensee Name: \_\_\_\_\_ Request or Business ID #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Payment is for: \_\_\_\_\_

Signature \_\_\_\_\_

**IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.**

**Credit Card Payment Itemization:**

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Social District Permit Fee:	_____	4081

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.

November 1, 2021

To: Jimmy Newkirk

From: Bruce Claveau

Subj: Resignation as City Commissioner

Hello Jimmy,

I am regretfully submitting this letter to announce my resignation as a City Commissioner for the City of Scottville.

I have sold my home in Scottville and have relocated to Nevada and will no longer be a resident of the great little City of Scottville, although I intend to come back for visits to see what great improvements have been done.

I have enjoyed serving on the commission, even though it has been a relative short time. The city commission has a group of very dedicated individuals, that want what is best for all. I feel the members of the commission are trying their best to look out for the residents and are really starting to make an improvement in Scottville. The improvements will be for the betterment of all of it's residents and the city itself. I am quite confident that whomever you get to fill my commissioner seat will be well qualified to look out for the interests of the residents of this wonderful city, and will continue with the rest of the commissioers to do what is right and best for the city and it's residents.

I grew up in Scottville when it was the center of the county and had everything the residents needed in the city itself. I moved away while making a career of the U.S. Navy and Coast Guard and when I did finally return it had changed drastically. It will never be the Scottville of old that I grew up in, but the city is continuing an upward climb to improve for all of the residents and I believe it will only continue to get better.

With mixed emotions and a feeling of heartfelt loss, I submit my resignation.

Regards,

Bruce Claveau  
213 W. Beryl Street



11/1/21

City Manager  
105 N Main St  
Scottville MI 49454

Dear Mr. Newkirk and Commissioners,

I would like to express my interest in serving on the Scottville Planning Commission. I have been a resident and homeowner in the City of Scottville for more than one year.

Although I don't have a degree or direct experience with city planning or economic development, I do have a master's degree in adult learning, I have served on two non-profit boards, and I have an open mind, critical thinking skills, and a willingness to learn and serve. I grew up in Mason County, spent most of my adult life in Florida, and have returned to the area.

Thank you for your consideration,

A handwritten signature in cursive script that reads "Susan Evans".

Susan Evans  
410 E State St  
Scottville MI 49454

