

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

1508th Regular Meeting Monday November 1st, 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 1507th Meeting Minutes
- B. Approval of Bills in the amount of \$58,379.78

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 Commission
 - Parks & Rec Board
 - Public Safety
9. Unfinished Business
 - a.
10. New Business
 - a. Eric Van Dop/Brickley DeLong Presenting Annual Audit Report
 - b. Truck Route
 - c. Board of Review 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 1507th Regular Commission meeting of the Scottville City Commission was held at City Hall 105 N. Main St on October 18th, 2021. Called to order at 6:30pm by Mayor Marcy M. Spencer.

Present at Roll Call

Rob Alway

Aaron Seiter

Nathan Yeomans

Eric Thue

Mayor Marcy M. Spencer

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

Absent: Bruce Claveau & Ryan Graham

Additions/Deletions to Agenda

None

Approval of Agenda

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

Motion carried.

Approval of Consent Agenda

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

Motion carried.

Correspondence

None

Department Reports

a. City Manager

In addition to the Managers note provided to the Commission in the packet Newkirk added he met with an electrical engineer at Riverside, drastic design changes are in the works, South loop improvements are necessary to bring the park up to code. This will be a large project, which will hopefully be paid in part by the three grant submissions through Great Lakes Energy. Multiple zoning applications have been submitted for new construction and property purchase improvements. Clerk Lester will be working with Invigor (the new website company) for the redesign.

b. Police Department

Annual firearms and NIMS training for all department staff has been completed. Department vehicles will soon be taken in for seasonal maintenance and prep for the upcoming season. Murphy reminded those present of the no on street parking ordinance beginning November 1st.

c. City Attorney

Alvarado has been working closely with the Ordinance committee on property maintenance violations. This is a continued effort to bring any blight infractions to local code. He has been working on the completion of two FOIA requests. One of which has requested video surveillance. The issue being our Police Department is not equipped with body cameras. He noted this should be an expense the city addresses soon.

d. Mayor

Spencer stated new committee members will be established and provided at the next scheduled meeting.

e. Treasurer

Quarterly revenue and expenditure report provided. Additionally, Shafer offered she is anticipating results from the previous fiscal years audit soon.

f. Committee Reports

Ordinance

The group discussed blight infractions, first floor living in DDA/CBD, marijuana and vendor ordinance reviewed.

Planning Commission

The group discussed holding workshop meetings to establish long term goals, a master plan update and potential incentive program to draw new in business.

Unfinished Business

None.

New Business

a. Planning Commission Vacancy/Alway Resignation

Motion, by Yeomans with support from Seiter to approve Alway's resignation from the Planning Commission.

Motion carried.

b. Commercial Development Incentive Proposal

Literature provided in packet. Newkirk offered this is something being worked on first through the Planning Commission. The idea of an incentive package being provided to businesses looking to establish themselves in Scottville. This would promote an increase in revenue and form healthy relationships with new business owners.

Public Comment

Steve Hull

Bill Lehrbass

Council Member Comments

None.

Adjourn

Motion, by Yeoman with support from Alway to adjourn.

Motion Carried 7:20 PM

Mayor, Marcy M. Spencer

Clerk, Kelse Lester



Listing of Invoices Scheduled for Payment

FOR CHECKS TO BE DATED 11-1-2021

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
BLUE CROSS BLUE SHIELD	11-2021	PAYROLL DEDUCTIBLE	GENERAL FUND	\$346.81
CONSUMERS ENERGY	205100634674	105 W GREEN	DDA OPERATIO	\$187.36
SPECTRUM	0014572101321	CABLE	GENERAL FUND	\$716.63
MASON CO EMERGENCY M	10-22-2021	TRAVEL -MEALS 3 OFFICERS	GENERAL FUND	\$75.00
PRIORITY HEALTH	11-1-21	INSURANCE	GENERAL FUND	\$5,651.45
CARDMEMBER SERVICE	10-2021	ZOOM, MICROSOFT	GENERAL FUND	\$231.64
AFLAC	628285	PAYROLL DEDUCTIBLE	GENERAL FUND	\$516.32
HOME CITY ICE COMPANY	10-2021	ICE	GENERAL FUND	\$227.00
INDUSTRIAL CHEM LABS	339973	LIFT STATION SUPPLIES	SEWAGE DISPO	\$223.41
APEX SOFTWARE	314096	SOFTWARE ASSESSOR	GENERAL FUND	\$595.00
LUDINGTON CHAMBER & V	78480	ANNUAL MEMBERSHIP	GENERAL FUND	\$145.00
MASON COUNTY DPW	3RD QTER	AMBER SEWER 3RD QTER	SEWAGE DISPO	\$36,734.40
ALL ACCESS CARE	51542	DRUG TESTING	GENERAL FUND	\$90.00
JACKPINE BUSINESS CENT	469145-0	COMMISSIONER NAME PLATES	GENERAL FUND	\$26.35
DMC UNLIMITED	10162116	POLICE COMPUTER REPAIR	GENERAL FUND	\$79.00
STRONG INDUSTRIAL SUP	1456080	DPW SUPPLIES	GENERAL FUND	\$4.59
ENGINE CREATIVE LLC	10.20.21 CS	CONSULTING SCOTTVILLE DEV	GENERAL FUND	\$500.00
JON KORTGE	3566	CLEANING OUT WASTE SYSTEM	SEWAGE DISPO	\$245.00
AMERIFIRST HOME MORT	10-21-21	TAX OVERPAYMENT	GENERAL FUND	\$1,339.24
LUDINGTON MASS TRANSP	10-21-21	2021 TAX PAYOUT	GENERAL FUND	\$66.41
EGL E CASHIERS OFFICE	761-10653203	RIVERSIDE PARK	GENERAL FUND	\$142.40
EGL E CASHIERS OFFICE	761-10648145	ANNUAL WATER PERMIT	WATER SUPPLY	\$1,340.28
MASON COUNTY CENTRAL	10-2021	DDA CONCESSION 10+31	DDA OPERATIO	\$1,050.00
MASON COUNTY CLERK	10-21-2021	MEMBERSHIP	GENERAL FUND	\$10.00
ADVANTAGE MARKETING	10383	DOMAIN RENEW	GENERAL FUND	\$65.00
HERMAN LAMBRIGHT	1386	FISH CLEANING STATION	GENERAL FUND	\$400.00
GREATAMERICA FINANCIA	10-2021	LEASED EQUIP	GENERAL FUND	\$555.62
LUDINGTON MASS TRANSP	10-2021	DELINQUENT TAXES	GENERAL FUND	\$3,132.12
AT & T MOBILITY	28730997746X10192	PHONES POLICE, MANAGER	GENERAL FUND	\$550.72
STRONG INDUSTRIAL SUP	1457368	DPW SUPPLIES	GENERAL FUND	\$5.88
MASON LAKE ESD	10-2021	PILOT PRIOR YEAR	GENERAL FUND	\$36.22
WEST SHORE COMMUNITY	10-2021	TAX DISBURSEMENT-PILOT PROGRAM	GENERAL FUND	\$27.75
MASON COUNTY CENTRAL	11-2021	TAX DISBURSEMENT-PILOT	GENERAL FUND	\$33.64
MASON COUNTY TREASUR	10-2021	PILOY PROGRAM PRIOR YEAR	GENERAL FUND	\$399.51
JUSTIN COOLMAN	10-27-2021	CDL DRIVING TEST	GENERAL FUND	\$100.00
VERIZON WIRELESS	9890937436	PHONE	GENERAL FUND	\$91.95
CONSUMERS ENERGY	202697902948	ELECTRIC	GENERAL FUND	\$241.19



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FOR CHECKS TO BE DATED 11-1-2021

VENDOR	INVOICE NBR	DESCRIPTION	FUND	Amount
HOME DEPOT CREDIT SER	10-2021	MCPHAIL- RIVERSIDE- DPW SUPPLIES	GENERAL FUND	\$324.83
TNT ENTERPRIZE	10-27-21	MCPHAIL	GENERAL FUND	\$400.00
TNT ENTERPRIZE	10-26-21	SUB STATION MOWING	WATER SUPPLY	\$90.00
TNT ENTERPRIZE	10-25-21	CEMETERY MOWING	GENERAL FUND	\$300.00
TNT ENTERPRIZE	10-28-21	WOOD	GENERAL FUND	\$800.00
EGLE CASHIERS OFFICE	761-10658089	LIC POOL	GENERAL FUND	\$70.00
AUTO-WARES	10-2021	SHOP TOOLS-EQUIP REPAIR	GENERAL FUND	\$212.06
TOTAL OF SCHEDULED CHECK RUN:				\$58,379.78