

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

1561st Regular Meeting Monday January 22, 2024, 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 1560th Regular Meeting Minutes
- B. Approval of Bills \$56,474.44

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- None

11. New Business

- a. Poverty Guidelines- Resolution 24-02
- b. Falcon Hot Box Quote
- c. SAFEbuilt Update- Steve Spangler
- d. Chamber Alliance Economic Development Director- Kristi Zimmerman

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 1560th Regular Commission meeting of the Scottville City Commission held at City Hall 105 N. Main St on January 8, 2023. Called to order at 6pm by Mayor Marcy M. Spencer.

Present at Roll Call:

Copenhaver

Deering

Seiter

Spore

Thue

Mayor Spencer

Absent: Wyman Nettleton

Also in attendance: Manager Newkirk, Sargeant Skinner, Officer Wietrzykowski and Clerk Lester.

Additions/Deletions to Agenda- None

Approval of Agenda

Motion, by Seiter with support from Spore 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.

Public Comment (Agenda Items Only)- Tom Rotta

Correspondence-

Department Reports

- a. City Manager- Newkirk offered Fleis&Vandenbrink officials on site gathering preliminary information for the upcoming water main replacement project. Also working with F&V Representatives on a quote to update the City's Master Plan, and recreation grant application through the State of Michigan (submission due April 1). Met with Brownfield Authority of local developments, and the DDA to restructure their operating budget moving forward. Submitted the revenue sharing for COVID relief funds. Meeting set with local non-profit organization "Helping Others Prosper" to discuss homelessness in our area.
- b. Police Department- Statistical report provided. SPD has been closing out end-of-year reports with the SOM. Officer Steve Wietrzykowski introduced to Commission.
- c. Mayor- 2024 Committee roster presented.
- d. Attorney- None
- e. Treasurer/Clerk- Written report provided.
- f. DPW- None
- g. Assessor- Written Report Provided.
- h. Committee Reports- None
- i. Mason County Commissioner Representative-
Hull offered the Deputy Administrator is now training on site with current admin Fabian Knizacky. \$5 Million set aside for potential renovations at the courthouse. Affordable housing development being discussed.
- j. MCRFA Representative -
Lehrbass welcomed the new year, noting the 2024 budget has been set, with equipment replacement as a priority. He thanked those involved with this year's Christmas parade.

- k. DDA Representative- None
- **Public Hearing-Ordinance 23-04 To amend Chapter 154- Residential Rental Property Regulations**
 - a. Close Regular Session/Open Public Hearing
Motion, by Deering with support from Seiter to close 1560th regular session and open public hearing.
Motion carried.
 - b. Public Comment
Tom Rotta
 - c. Commissioner Comment
None
 - d. Close Public Hearing/Reconvene 1560th Regular Session
Motion, Seiter with support from Copenhagen to close public hearing and reconvene regular session.
Motion carried.

Unfinished Business

- a. Ordinance 23-04 to Amend Chapter 154- Residential Rental Property Regulations
Motion, by Deering with support from Copenhagen to adopt Ordinance 23-04 to amend Chapter 154- Residential Rental Property Regulations as presented.
Yes- MS, AS, DS, AD & DC
No- ET
Absent- RW
Motion carried.

New Business

- a. Fleis&Vandenbrink Master Plan Update Proposal
Proposal from Fleis&Vandenbrink in the amount of \$8,500 to update the City's 5-year Master Plan presented.
Motion, by Deering with support from Spore to accept the proposal from Fleis&Vandenbrink in the amount of \$8,500 to update the City's 5-year Master Plan presented.
Motion carried.
- b. Introduction of Ordinance 24-01 to Amend Chapter 70.24 "Parking at Boat Ramp"
Newkirk has been working with Attorney Nettleton to make changes to the current ordinance making it more specific to today's use of the city facility, in correlation with Resolution 23-12 "Authorization to charge and collect parking fees at the Boat Ramp".
Material provided for review only- No action taken.
- c. Draft Resolution 24-01 to Authorize Parking Pass System at Boat Ramp
Draft resolution presented detailing the system which will allow users to purchase a day or season pass to ease the process on frequent users with special rates for city residents.
Material provided for review only- No action taken.

Public Comment- None

Commissioner Comment-

Thue questioned renovations to the front office at City Hall. Spore welcomed Officer Wietrzykowski to the SPD.

Adjournment-

Motion, by Seiter with support from Deering to adjourn.
Motion Carried 7:47pm.

Kelse Lester, Clerk

Marcy M. Spencer, Mayor

SCOTTVILLE INVOICE REGISTER FOR CITY OF SCOTTVILLE

EXP CHECK RUN DATES 01/09/2024 - 01/22/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Number	Vendor Name	Description	Bank Account	Inv Amt
15976	PARTS PLUS OF MASON COUNTY	SHOP SUPPLIES	POOL	5.59
1-9-24	CONSUMERS ENERGY	LIGHTS	POOL	2,246.73
1-2024	VISA	CITY HALL SUPPLIES, EQUIP RE	POOL	827.21
1-1-24	MASON COUNTY TREASURER	TAX DISBURSEMENT 5TH	POOL	32,585.31
1-12-2024	VISA	CLERK TRAINING, ELECTIONS	POOL	1,411.92
1-11-24	VISA	POLICE, OFFICE	POOL	1,820.92
1-16-2024	SCOTTVILLE POSTMASTER	POSTCARDS 442	POOL	221.92
177520	SAFEBUILT	ZONING	POOL	4,631.00
1-31-24	LUDINGTON DAILY NEWS	ADVERTISING	POOL	208.35
1-31-24	DRUG SCREENS PLUS	DRUG SCREEN	POOL	47.00
1-2024	DTE ENERGY	HEAT	POOL	932.51
0239-003498024	REPUBLIC SERVICES	GARBAGE	POOL	7,474.93
1509966	STRONG INDUSTRIAL SUPPLY	SHOP SUPPLIES	POOL	22.89
01032403	DMC UNLIMITED	COMPUTER REPAIR POLICE	POOL	89.00
CPI102040	CREATIVE PRODUCT SOU	POLICE SUPPLIES	POOL	491.54
77742	SPECTRUM PRINTERS INC	VOTING POSTCARDS	POOL	680.11
2-2024	CITY OF SCOTTVILLE--WATER/SEWER DEP	WATER	POOL	434.46
2251	JR ACCOUNTING	ACCOUNTING	POOL	585.00
205991684517	CONSUMERS ENERGY	OPTIMIST LIGHTS	POOL	84.50
2-1-2024	MASON COUNTY EQUALIZATION	TAX ROLL	POOL	1,315.59
1510225	STRONG INDUSTRIAL SUPPLY	SHOP SUPPLIES	POOL	135.46
01132410, 011324112	DMC UNLIMITED	COMPUTER WORK POLICE	POOL	222.50
Report Total:				56,474.44



Mason County Central High School



Jeff Tuka
High School Principal

Joan Vidak
Guidance Counselor

Kristen Alway
Student Success Specialist

Tim Danielson
Student Success Specialist

Brian Beebe
Assistant Principal

January 2024

Dear Business Owner,

We have reached that time of year again! Students from Mason County Central High School are now seeking donations for their annual Post Prom, which will be held on April 20, 2024.

We will be holding Post Prom at the high school from 11:00 p.m. to 2:00 a.m. Several inflatables, an obstacle course, foosball, various board games, corn hole, an interactive video gaming area, pizza, pop, water, snacks and many other activities will be provided for the students, all at no cost.

Typically we reach over 100 students from MCC and their guests at this event. We give away numerous small prizes throughout the night and large prizes (such as mini fridges, futons, laptops) at the end of the night. Students were required to be present to win. By providing this event, free of charge, we believe it gives students a fun and safe place to spend the night following Prom.

We want to give our students a night to remember this year but we need your help. We are able to provide this activity for our students thanks to the many generous donations from our area businesses. Those businesses who donate get their name displayed in the gym for students and parents to see and a "thank you" is printed in the Ludington Daily News following the event. If you are interested in making a donation, you may mail it to the address below, attention Post Prom. Arrangements can also be made for a member of the Post Prom Committee to pick up your donation. Please email kalway@mccschools.org or call 231-757-4748 ext 251 to make arrangements. Thank you in advance for your support in promoting sobriety on prom night.

Sincerely,

Kristen Houser
Post Prom Coordinator

January 2024

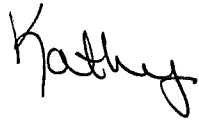
I submitted our trunkline and we will be getting \$4110.08 reimbursed.

There were 97 pink shuts offs that the DPW put out.

The W-2 and W-3 have all been sent out.

The February water bills were sent.

We received our Dec revenue sharing payment of \$35324.00.

A handwritten signature in black ink, appearing to read "Kathy". The signature is written in a cursive, flowing style.

Clerks Report
1/17/24

Permanent Absentee List vs Permanent Ballot List-

The Permanent Absentee List guarantees an APPLICATION will be mailed with every election.

The Permanent Ballot List allows the voter to skip the application process with each election, instead receiving a physical BALLOT directly. Applications sent last week, about 100 received back already, ballots are in and will be dispersed in the next few days. Public accuracy test completed with County. Early voting training with Cheryl Kelly loosely scheduled for the beginning of February.

CITY OF SCOTTVILLE, MICHIGAN
RESOLUTION TO ADOPT THE 2024 POVERTY GUIDELINES
RESOLUTION 24-02

WHEREAS, each year the city is required to adopt the Federal Poverty Guidelines, and;
WHEREAS, the Poverty Guidelines are to be used by the Board of Review when considering Hardship Exemption Applications from residents of the city, and;
WHEREAS, the Poverty Guidelines must be in place each year prior to the March Board of Review meeting, and;
WHEREAS, the Hardship Exemption Applications must be turned into the city by March 1st of each year so that they can be sent to the Board of Review for their consideration.
NOW THEREFORE BE IT RESOLVED, the Scottville City Commission hereby adopts the 2024 Federal Poverty Guidelines.

The above resolution was moved for adoption by Commissioner _____ with support from Commissioner _____.

The motion for adoption received the following vote:

YES:

NO:

ABSENT:

ABSTAIN:

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 1561st Regular Meeting held January 22, 2024.

Kelse R. Lester, Clerk

Marcy M. Spencer, Mayor

2024 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA

Persons in family/household	Poverty guideline
1	\$15,060
2	\$20,440
3	\$25,820
4	\$31,200
5	\$36,580
6	\$41,960
7	\$47,340
8	\$52,720

For families/households with more than 8 persons, add \$5,380 for each additional person.

4-Ton Hot Box Trailer



Falcon 4-Ton Hot Box Trailers make it easy for your work crews to repair utility cuts, patch asphalt and fix potholes. A wide range of equipment options provides unparalleled versatility.

The Hot Box and Recycler allow workers to transport both hot and cold mix while keeping it at the optimal temperature during the day—and holding it overnight for up to 72 hours.

Benefits of a Falcon 4-Ton Asphalt Hot Box

Around 20% to 30% of hot mix cools before it can be effectively used in patching operations. This results in significant waste and financial loss over time. A Falcon Hot Box Trailer will keep the mixture at the optimum temperature while reducing waste. You can also recycle asphalt chunks and millings and reclaim unused hot mix with an optional dual burner system.

A standard dump truck has a raised bed that puts workers in an awkward physical position as they shovel asphalt mixture. Falcon Hot Box Trailers have an optimized shoveling height which results in less wear and tear on

the backs, arms, and shoulders of your crew. This translates to increased productivity and fewer Workers' Compensation claims.

You'll get the following standard features with a Falcon 4-Ton Asphalt Hot Box:

- Battery charger package
- Automatic temperature control
- VIP technology
- One-piece ceramic combustion chamber (diesel)
- Diamond tread plate hopper access platform
- Heated shoveling platform
- 12-volt deep cycle batteries
- Conspicuity tape
- Electric Brakes with safety breakaway
- Manual loading and unloading doors
- LED lighting (2 red and 1 amber light per side)
- Amber strobe light (one per side)
- Single diesel or vapor draw propane burner

Optional equipment includes:

- Dump Box
- Dump Box Power Up & Power Down Hydraulic Capability
- Dual burner recycling package (24-hour timer or 7-day timer)
- Hydraulic loading and unloading doors
- LED light upgrades including LED arrow board
- 30-gallon tack tank with spray system and hose reel
- Basket for mounting compactor
- Wash-down system
- 24-hour or 7-day timer
- Short frame – 14' • XL frame – 18', 20'
- Electric overnight heat
- Hoist – manual or electric
- Propane torch with bracket
- Surge Brakes