CITY OF SCOTTVILLE COMMISSION MEETING AGENDA

1569th Regular Meeting

Tuesday, May 28th, 2024

Senior Center 140 S. Main St. Scottville MI 49454

- 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 289th Special Meeting Minutes & 1568th Regular Meeting Minutes
- B. Approval of Bills \$351,685.16

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- Gateway to Success Academy
- 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. Presentation by Beth Hand- Mason County Prosecutor Candidate
- 11. Unfinished Business
 - a. Refuse Collection & Curbside Recycling RFP Selection
- 12. New Business
 - a. Special Assessments- Delinquent UB Accounts- Resolution 27-07
 - b. Chamber Alliance Fall Celebration Sponsorship Request
 - c. Stallion Mill Request
 - d. Interim CM Position

13. 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.

- 14. Commissioner Comment
- 15. Adjournment

Commission Notes for 5/28/24

Unfinished Business

-Refuse Collection & Curbside Recycling RFP. Finance Committee will be opening all bids submitted on Tuesday morning at their special meeting. We can expect a

New Business

- -Special assessments for delinquent water bills. We have this resolution twice a year so we can get all outstanding water bills over 60 days and older on the taxes.
- -Chamber Alliance Fall Celebration. DDA is looking for sponsorships
- -Stallion Mill. Jeff will be requesting to purchase a portion of alley.

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

The 288TH Special Meeting of the Scottville City Commission held at the Scottville Area Senior Center 140 S. Main St on May 8th, 2024. Called to order at 6pm by Mayor Marcy M. Spencer.

Present at Roll Call:

Copenhaver

Deering

Seiter

Spore

Thue

Wyman

Mayor Spencer

Absent: None

Also in Attendance: Interim Chief Skinner, Attorney Nettleton, and Clerk Lester

Approval of Agenda

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

Motion carried.

Public Comment-

Tom Rotta

Steve Slimmen

Unfinished Business-None

New Business-

a. Closed Session to Review Attorney-Client Privileged Communication

Motion, by Seiter with support from Copenhaver, to meet in a closed session pursuant to Section 8(h) of the Open Meetings Act to consider material which is exempt from disclosure under Section 13(1)(g) of Michigan's Freedom of Information Act.

The City Attorney, Mark Nettleton, is hereby appointed as Secretary for the purpose of taking minutes of the closed session in accordance with the Open Meetings Act.

Roll Call Vote

Yes: 7- AD, AS, MS, DS, ET, RW & DC

No: 0

Absent/Abstain: 0

Motion carried.

Enter Closed Session 6:09pm Reconvene Regular Session 7:49pm

b. City Manager Vacancy

-Motion by Copenhaver supported by Seiter to authorize Commissioner Wyman to contact and engage MML/MME to provide interim City Manager candidates and identify potential candidates for consideration by an ad hoc City Commission committee comprised of the chairs of the Finance, Ordinance, and Building & Grounds Committees.

Roll Call vote:

Yes: AS, MS, DS, ET, RW, DC, & AD

No: None

Motion carried.

Kelse R. Lester, Clerk	Marcy M. Spencer, Mayor	-				
Motion carried. 8:07pm						
Motion by, Wyman with support from De	ering to adjourn.					
Adjournment-						
conversations with legal counsel.						
-Nettleton explained the City has the righ		private				
-Deering requested Attorney Nettleton e	xplain the "closed session" policy.					
Charter.	ic Mayor is appointed by Commission po	i tilo Oity				
Commissioner CommentSeiter responded to public comment; the	na Mayor is annointed by Commission na	rtha City				
McKayla Frame						
Brittney Carsten						
Steve Slimmen						
Jeff Barnett						
Sarah Graham						
Justin Coolman						
Public Comment-						
Motion carried.						
No: None						
Yes: MS, DS, ET, RW, DC, AD, & AS						
Roll Call vote:						
an acting or permanent City Manager or	directs otherwise.					
City Manager under the Scottville City Cr	-Motion by Wyman supported by Spore to authorize the Mayor to perform the duties of the City Manager under the Scottville City Charter until such time as the City Commission hires					
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OFFICIAL PROCEEDINGS OF THE CITY COMMISSION OF THE CITY OF SCOTTVILLE, MICHIGAN.

The 1568th Rescheduled Regular Commission meeting of the Scottville City Commission held at Scottville Area Senior Center 140 S. Main St on May 13^{th, 2024}. Called to order at 6pm by Mayor Marcy M. Spencer.

Present at Roll Call:

Copenhaver

Deering

Seiter

Spencer

Spore

Thue

Wyman

Absent: None

Also in attendance: Interim Police Chief, Treasurer Shafer, Attorney Nettleton & Clerk Lester Additions/Deletions to Agenda-

ADD; NB; Item F; Brownfield Authority Board Appointment

Approval of Agenda

Motion, by Wyman with support from Copenhaver to approve the agenda with noted additions. Motion carried.

Approval of Consent Agenda

Motion, by Seiter with support from Spore to approve the consent agenda with noted correction to minutes.

Motion carried.

Public Comment (Agenda Items Only, 2 minutes)

Tom Rotta

Correspondence-

Owners (Judi, Mario, and Tre Porter) of The Hempire Collective (130 S. Main St) introduced themselves and extended a VIP invitation to Commission for a "soft opening" 5/16/24 at their establishment. Grand Opening is scheduled for 5/18/24.

Owner (Kayleen Moffitt) of Rip N Disc Golf (120 S. Main St) introduced herself to Commission and announced her Grand Opening of 5/25/24.

Department Reports

- a. City Manager- N/A
- b. Police Department-Statistical report provided.
- c. Mayor- Pre-meeting notes provided.
- d. Attorney-Zoning/Planning Commission projects, FOIA requests, CM resignation.
- e. Treasurer/Clerk- Written reports provided.
- f. DPW-None
- g. Assessor-Written report provided.
- h. Committee Reports-

Minutes provided from Personnel committee.

- i. Mason County Commissioner Representative-None
- j. <u>MCRFA Representative</u>- Lehrbass reported the authority has voted to increase wages offered to fireman across the board.

k. DDA Representative- Minutes included.

PUBLIC HEARING

2024/2025 Budget

- a. Close regular session/open Public Hearing
 Motion, by Deering with support from Wyman to close the 1568th regular
 meeting and open Public Hearing -2024/2025 Budget.
 Motion carried.
- b. Public Comment- None
- c. Commissioner Comment-

Deering spoke as chair of the Finance Committee in recommendation of budget adoption as presented with anticipated amendments as the fiscal year proceeds.

d. Close public hearing/reconvene 1568th regular session.
 Motion, by Spore with support from Thue to close the Public Hearing-2024/2025
 Budget and reconvene regular session.
 Motion carried.

Unfinished Business

a. Budget Adoption 24/25 Resolution 24-06

Motion, by Deering with support from Wyman to adopt the 24/25 Budget as presented via Resolution 24-06.

Roll Call Vote

Yes; DC, AD, AS, MS, DS, ET, & RW No; None Absent/Abstain; None Motion carried.

New Business

a. Pop Warner Youth Football Field Improvement Request

A letter of request submitted to Clerk Lester requesting permission to lay concrete in front of the existing shed at McPhail Field owned and used by the Pop Warner Football Club. That section is prone to flooding and can make it difficult to access. They currently store equipment in the press box (previously approved for demolition due to safety concerns) and have also requested to purchase an additional shed to accommodate appropriate storage. Improvements/purchase/liability on their own behalf.

Motion, by Deering with support from Copenhaver, to refer item to the Buildings, Grounds, and Infrastructure Committee for further discussion/investigation. 5/29/24 @ 430 @City Hall.

Motion carried.

b. 2024 Tax Foreclosed Property

Item referred to commission via the Mason County Treasurer's Office.

Parcel 052-106-006-00 located at 203 Crowley St.

The State of Michigan has the first right of refusal to purchase the properties at market value or minimum bid, whichever is higher. The State of Michigan has not expressed interest in property. The City/Township, in which the foreclosed property is located, has the

second right of refusal to purchase the property for maker value or the minimum bid. The commission must declare or decline interest at this time.

Motion, by Seiter with support from Spencer to decline interest of parcel 052-106-006-00 (203 Crowley St.)

Motion carried.

c. Senior Center Handicap Space Request

Motion, by Deering with support from Seiter to approve the request submitted by Bill Kerans, Director of the Scottville Area Senior Center for two additional ADA compliant/van accessible spaces directly to the North of current spaces.

Motion carried.

d. North Main Salon Handicap Space Request

Motion, by Wyman with support from Copenhaver, to refer item to the Buildings, Grounds, and Infrastructure Committee for further discussion/investigation. 5/29/24 @ 430 @City Hall.

Motion carried.

e. Refuse Collection & Curbside Recycling RFP

Spencer relayed the information that the request for proposals was not properly posted/made available to the public by former City Manager Newkirk. Additionally, there were typographical errors in the copy provided by Newkirk directly to two local companies. Two bids were submitted to Mayor Spencer.

Motion, by Seiter with support from Spore to authorize and direct the Mayor, or behalf of the City, to: rejects all bids submitted for the refuse and curbside recycling contract on or before May 7th, 2024; return such bids unopened to the respective bidders with an explanatory letter; cause a new bid notice to be published in the Ludington Daily News regarding the receipt of such bids by a date and time designated by the Mayor, which date shall be sufficient to permit the receipt, opening, tabulation and recommendation on award of such bids by the City Commissioners Finance Committee for consideration of such recommendation by the City Commission prior to the expiration of the current refuse and curbside recycling contract.

Motion carried.

f. Brownfield Authority Board Appointment

Motion, by Deering with support from Wyman to approve the letter of interest submitted by Jeff Barnett to fill a vacancy on the City of Scottville Brownfield Authority Board. Motion carried.

Public Comment-

Bill Kerans

Commissioner Comment-

Spore welcomed both The Hempire Collective, and Grip N Rip Disc Golf.

Copenhaver thanked the Senior Center for allow the Commission to utilize their venue.

Adjournment-

Motion, by wyman with support from Copennaver to adjourn.	
Motion Carried 6:48pm.	

Andrian la Mariana de Carantella de Carantel

SCOTTVILLE INVOICE REGISTER FOR CITY OF SCOTTVILLE

EXP CHECK RUN DATES 05/14/2024 - 05/27/2024
POSTED AND UNPOSTED
OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Number	Vendor Name	Description	Bank Account	Inv Amt
5-2024	AT & T MOBILITY	PHONES	POOL.	299.53
128437	CARIBOU SERVICES INC	PORTA POTTY	POOL.	115.00
SCOTT008	CCRA PROFESSIONAL SERVICES LLC	24 COMPLETED SURVERY WATER	POOL .	2,750.57
3701828	RIETH-RILEY CONSTRUCTION CO., INC.	COLD MIX	P00L	734.40
203856193795	CONSUMERS ENERGY	105 W GREEN	POOL	38.36
05112407	DMC UNLIMITED	COMPUTER REPAIR	POOL	89.00
30782	STEVES TIRE & AUTOMOTIVE SVC LL	EQUIP REPAIR	POOL	35.00
0197898	FERGUSON ENTERPRISES, LLC	ANNUAL SOFTWARE WATER READER	POOL.	2,900.00
6-24	CITY OF SCOTTVILLEWATER/SEWER DEP	WATER	POOL	450.03
5INV0992	ENVIGOR	WEBSITE CITY	POOL	800.00
87929	LARSON'S ACE HARDWARE	BLOWER/TRIMMER	POOL.	299.00
5-15-24	SCHNITKER, SAMANTHA	FLOWERS	P00L	288.21
1518997	STRONG INDUSTRIAL SUPPLY	DPW SUPPLIES	P00L	73.37
101	JOHNSON, JESSICA	MARCH-MAY ASSESSING	POOL	1,761.00
855370	HALLACK CONTRACTING	ALLEY- WATER MAIN	POOL.	292,305.17
5-15-24	MI MUNICIPAL RISK MGT.	INS-BONDS	POOL	18,339.00
701807,701808,701809	MIKA, MEYERS, BECKETT & JONES, PLC	LAWYER MATTERS	POOL	9,917.50
5-11-2024	AT & T MOBILITY	PHONES	POOL	299.53
5-2024	HOME DEPOT CREDIT SERVICES	CITY HALL, POLICE, DPW, RIVER	POOL	669.33
129037	CARIBOU SERVICES INC	PORTA JON	POOL.	230.00
5-22-24	TNT ENTERPRIZE	CONTRACT SERVICE	POOL	2,995.00
701806	MIKA, MEYERS, BECKETT & JONES, PLC	LAWYER MATTERS	POOL	16,196.16
5-22-2024	SCOTTVILLE FIRE DEPARTMENT	POOL WATER	POOL	100.00
Report Total:				351,685.16

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Join us during our

EXHIBITION DAY

Thursday, May 30

Gateway to Success Academy



526 N. Scottville Rd. Scottville, MI 49454 231.845.0922





Our students & staff are excited to show you our projects and progress over the last year. Come take a guided tour to see what G2S is all about Snacks & refreshments provided



Dear Mason County Resident,

My name is Beth Hand and I am sending this letter to introduce myself. I am a career prosecutor and a Republican candidate for the office of Mason County Prosecuting Attorney in the upcoming primary on August 6, 2024. Currently, I am the Chief Assistant Prosecuting Attorney for Mason County and have been since January of 2021. This letter is to humbly request your support. I have been endorsed in this election by Sheriff Kim Cole, Michigan Association of Police Organizations (MAPO) and the Michigan Fraternal Order of Police.

For the past 31 plus years I have dedicated myself to public service as an assistant prosecutor. After graduating with honors from University of Detroit Law School in 1992, I began serving the citizens of Oakland County in the capacity of an assistant prosecutor. In 2001, I advanced to a supervisory position as the Narcotics' Section Leader, which I maintained for 20 years. In addition to supervising other attorneys and support staff, I maintained a full case load. I have tried over 200 jury trials with an extremely high rate of conviction. I have tried everything from misdemeanor retail frauds to double homicides. Having worked in the Narcotics Section for many years, I tried numerous multiple defendant cases with multiple juries at one time against as many six defense attorneys. My trial record speaks volumes as to my capabilities and competence in the courtroom. It is also evidence of my strong work ethic. I am confident that I am well respected by members of law enforcement and the bench. I am a zealous advocate, yet fair and open minded. Integrity and ethics are first and foremost in all aspects of my life, personal and professional.

My husband and I have owned property in Mason County since 2005 and had always intended to relocate to this area upon his retirement. In 2021 he retired as a Detective/Lieutenant from the Michigan State Police and this is now home. I, however, was not ready to call it quits and took the position as Chief Assistant for Mason County. In speaking with members of the public it has become abundantly clear that the citizens of this county want a strong voice for victims and zero tolerance for drugs in our community. I am that voice! I have always and continue to take a firm stance on personal accountability. The message needs to be sent that if you commit a crime in our community, you will be held accountable. Drug use and sales result in tragedy for our families. The drug problem needs to be addressed in an aggressive manner and deterrence plays a huge role in that process. While addicts of course need treatment, they still need accountability for the strain they place on our community's resources and families. There are three goals in sentencing: punishment, deterrence of others from committing like offenses, and rehabilitation. It is my belief that the third goal can rarely be met without the two former.

I have taught law enforcement on the local, state and federal level. My advocacy on cases has earned me awards from both local and federal agencies. Members of law enforcement already know that I will dedicate myself to ensuring justice is served. I do not shy away from hard work. We are a society of laws. It is what keeps us civilized and allows us to feel safe. It has been my job to help citizens feel safe and heard. I am very hopeful on August 6th I will earn the trust of our community to continue in that mission.

Thank you in advance for your time and consideration in this matter. I would be happy to provide any additional information or meet with you in person if you so desire. I can be reached by cellular telephone at (248) 863-8549 or email at <a href="https://hand.com/handson-com/handso

Respectfully,

Beth M. Hand

CITY OF SCOTTVILLE, MICHIGAN

RESOLUTION TO PLACE DELINQUENT WATER BILLS ON THE 2024 SUMMER TAX ROLL

RESOLUTION NO. 24-07

WHEREAS, Chapter 52, section 52.08 of the City Code of Ordinances authorizes the City to place on the property taxes of any resident, the amount of any water and/or sewer bills that are at least 60 days delinquent.

WHERAS, for the Summer 2024 tax bills twenty (19) residents in the City are more than sixty days delinquent in paying their Utility bill, and.

WHERAS, per City Ordinance Chapter 52, several notices were mailed to the resident in an attempt to collect 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 amounts for delinquent utility bills on the summer 2024 taxes TOTALING: \$5,338.06

1.	David Moran	052-131-006-00	127 W. Broadway	\$395.50
2.	Steve Hlady	052-132-002-50	128 W. Broadway	\$ 68.26
3.	Toshia Betts	052-213-014-00	110 S. Columbia	\$497.50
4.	Brandon Nehm	052-108-008-00	204 Fourth	\$418.78
5.	Todd Charles	052-243-005-00	302 James	\$163.97
6.	Thomas Thomas	052-141-003-00	309 N. Main	\$396.50
7.	Studio 28	052-122-008-00	124 S. Main	\$681.91
8.	Nicholas Corniuk	052-107-001-00	404 S. Main	\$395.49
9.	Shelby Nutter	052-121-003-00	108 S. Reinberg	\$457.55
10.	Sozo Companies Inc.	052-214-016-50	106 E. State	\$450.90
11.	Sally Reagan	052-220-009-00	306 E. State	\$268.08
12.	Mary Englegrecht	052-122-023-00	113 W. State	\$131.61
13.	Dad Company	052-121-001-00	201 W. State	\$ 68.26
14.	Dad Company	052-121-001-00	203 W. State	\$ 68.26
15.	Chelsea Warden	052-200-011-00	104 E. Third	\$237.96
16.	James Morkert	052-200-010-00	106 E. Third	\$ 90.88
17.	Matthew Metheney	052-108-001-00	203 W. Third	\$ 95.52
18.	Diane Paniagua	052-250-021-00	511 N. Thomas	\$395.50
19.	Matthew McFadden	052-121-002-00	106 S. Reinberg	\$ 55.63

The above resolution was moved for adoption by Commissionerseconded by Commissioner	and
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 Resolute City of Scottville at its 1569 th Regular Meeting held Tuesday	
	Kelse R. Lester, Clerk



Please mark your calendars for September 14, 2024, for the 4th Annual Scottville Fall Celebration!

The Scottville Downtown Development Authority is offering local businesses the opportunity to support activities and entertainment.

ENTERTAINMENT STAGE SPONSOR // \$1,500

EXCLUSIVE

- Business name and logo on all flyers, so media and radio announcements
- at the event

rs - one at entertainment stage and ed at event. Placement at sponsors Sponsor recognition during announcements ner supplied by sponsor

GOLD SPONSORSHIP // \$750

- Business name and logo on all flyers, social media and radio announcements
- Sponsor recognition during announcements at the event
- Opportunity to display one banner at the event.

SILVER SPONSORSHIP // \$500

- Sponsor recognition during announcements at the event
- · Business name and logo on all flyers, social media and radio announcements

BRONZE SPONSORSHIP // \$250

- Sponsor recognition during announcements at the event
- Business name on all flyers, social media and radio announcements

SPONSOR ADD-ON: PUTT PUTT GREEN

· Sponsoring businesses have the opportunity to secure a putt-putt green as an additional benefit to their sponsorship package. This will be at no cost and at a first come first serve basis, Putt-putt sponsors are responsible for decorating and staffing their green at the event.

YES - I WOULD LIKE A PUTT-PUTT GREEN

BUSINESS NAME:		
CONTACT PERSON:		Enclosed is a check.
ADDRESS:		
EMAIL:	PHONE:	 Please invoice me.

Your support is greatly appreciated!

Please return this form and payment to 119 S. Rath Avenue, Ludington, MI 49431 by July 28, 2024, or email Myndi at Myndid@ludington.org

Checks payable to Chamber Alliance of Mason County c/o Scottville Fall Celebration

5/23/24

TO: City of Scottville

From Stallion Tracks, LLC

RE: Building Encroachment and Variance request

To whom it may concern,

Stallion Tracks, LLC is requesting to purchase approximately 11 feet (+/-) of property along the south side of our existing property and approximately 3 feet (+/-) of property along the west side of our existing property at 145 S. Main Street Scottville to be able to proceed with the build out of the Stallion Mill project. This idea was originally discussed with the city manager and city attorney in 2017 (Please see attached documents). Other attachments show that I have had numerous requests to alleviate this situation. Along with the encroachment alleviation, Stallion Tracks, LLC would request a variance. The existing structure is outside of the setbacks. We would request that the City allows us to proceed within the foot print of the existing structure with the addition of the 4 extra feet for the ramp off of the outdoor seating area to the south. The purchase, or other arrangement, would include allowing us to proceed with the build out/use as shown on the prints.

An existing site survey is attached

A proposed floor plan showing the requested build out is attached. The city holds a full set of prints if required.

A site plan is attached showing the 3 feet (+/-) of property to the West and 11 feet (+/-) of property to the South requested for purchase.

Stallion Tracks, LLC would be willing to entertain other ideas on how to proceed with the build out as drawn. Please contact me for further information. Stallion Tracks, LLC will record an updated property survey for all parties involved upon approval of the request.

Regards,

Jeff Barnett

231-425-6301

PO Box 83

Scottville, MI 49454





