

CITY OF SCOTTVILLE
COMMISSION MEETING AGENDA
1579th Regular Meeting
Monday, October 28, 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 1578th Regular Meeting Minutes
 - B. Approval of Bills \$106,177.09
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
 - a. Update- Norland & Associates Correspondence (Nettleton)
 - b. Update- City Manager's Work Agreement Draft (Nettleton)
11. New Business
 - a. Delinquent Lot Mowing Special Assessment- Resolution 24-16
 - b. Delinquent Utility Billing Account Special Assessment- Resolution 24-17
 - c. Authorization to Release RFP for Water/Sewer Rate Study & Financial Forecast
 - d. Introduction of Ordinance 24-06 to Amend Residential Rental Property Regulations
 - e. Recognition of City Service Provided by Mayor Marcy Spencer & Mayor Pro-Tem Aaron Seiter
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 1578th Regular Commission meeting of the Scottville City Commission
held at Scottville Area Senior Center 140 S. Main St on October 14, 2024.

Called to order at 6pm by Mayor Marcy M. Spencer.

*Motion by Spencer with support from Copenhaver to excuse Seiter's absence from the October 14th, 2024, City Commission meeting with prior notice.

Present at Roll Call:

Copenhaver

Jensen

Spore

Whyman

Mayor Spencer

Absent: Thue & Seiter

Also in attendance: Interim City Manager Goodlein, Attorney Nettleton, & Clerk Lester

Additions/Deletions to Agenda- NB; H; Thue Resignation

Approval of Agenda

Motion, by Spore with support from Whyman to approve the agenda with noted additions.

Motion carried.

Approval of Consent Agenda

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

Motion carried.

Public Comment (*Agenda Items Only, 2 minutes*)- None

Correspondence-American Legion; Pinnacle Truck Driving School

Department Reports

- a. City Manager- Pre meeting notes provided.
- b. Police Department- Statistical report provided.
- c. Mayor- N/A
- d. Attorney- Currently monitoring House Bills 5699, 5700, 5701, and 5702 that have passed the House and have been referred to the Senate Committee on Elections and Ethics. The bills are not scheduled to go into effect until 2025, even if they were to pass this year.
- e. Treasurer/Clerk- Clerk report provided.
- f. DPW- Goodlein offered staff is working on meter replacements, and EGLE inventory.
- g. Assessor- Report provided, available for questions- Board of Review members needed!
- h. Committee Reports-
Planning Commission
- i. Mason County Commissioner Representative-
Hull offered an update on the CHILL grant, 97 applications submitted. Board approved a \$10,000 deposit requirement for any county drains installed.
- j. MCRFA Representative-
Lehrbass offered newly appointed administrative staff is settling in, working on a financial analysis for the upcoming few years. Previously purchased truck was picked up last Friday.

- k. DDA Representative- N/A

Unfinished Business

- a. Adoption of Ordinance 24-03 Amending Zoning Ordinance Relating to Family Child-Care Facilities as Home Occupations.

Motion, Spencer with support from Spore to adoption Ordinance 24-03 as presented.

Roll Call Vote

Yes- DC, RJ, MS, DS & RW

No- None

Absent- AS & ET

Motion Carried.

New Business

- a. Request for Authorization to Issue a Request for Bids- 2024/2025 Snow Removal

Motion, by Spore with support from Jensen to authorize the City Manager to release a Request for Bids concerning the 2024-2025 Snow Removal Contract.

Motion carried.

- b. Introduction of Ordinance 24-04 to Amend Ordinance 153; Self Storage Facilities in Highway/Commercial District.

Fischer Self Storage Representative (Doug Fischer) present for questions on project plan.

Motion, by Wyman with support from Spore to approve the introduction of Ordinance 24-05 to Amend Ordinance 153, allowing self-storage in a highway/commercial district.

Motion, by Wyman with support from Spore to approve the introduction of Ordinance 24-04 as an amendment to existing Ordinance 153; self-storage facilities in highway commercial district.

Motion carried.

- c. Introduction of Ordinance 24-05 to Amend Ordinance 93; Prohibiting Ingress/Egress on banks at Riverside Park.

Discussion over launching and landing of watercrafts along the bank of the Pere Marquette River within Riverside Park. The city to face a potential fine from the Conservation Resource Alliance for misuse of the grant funded prevention of erosion of the riverbank if regulations are not established. First offense of \$250, second up to \$500 to be monitored by the SPD amongst parking pass monitoring. Staff at Riverside campground would be included in this process.

Motion, by Spore with support from Jensen to approve the introduction of Ordinance 24-05 as an amendment to existing Ordinance 93; Regulations for use of Pere Marquette River in Riverside Park.

Motion carried.

- d. Dangler Resignation DDA/Planning Commission.

Motion, by Jensen with support from Wyman to accept Myndi Dangler's resignation from both the Downtown Development Authority Board and the Planning Commission.

Motion carried.

- e. Boat Launch and Fish Cleaning Station.

Discussion of needed repair of the grinder pump at the fish cleaning station, and the best course of action moving forward with this property. No action taken.

f. No Response from Norland and Associates Concerning Reimbursement Request from Water Main Rupture.

Goodlein reported there has been no contact or action taken from Norland and Associates regarding the water main rupture in May of 2024. To date, two invoices have been sent from city administration without response. The surrounding effected municipalities (City of Ludington) have also been unsuccessful with reimbursement requests.

Motion, by Wyman with support from Spore to direct Attorney Nettleton to send written communication to Norland and Associates on behalf of The City of Scottville as a final reimbursement request prior to legal proceedings.

Motion carried.

g. Discussion of Interim City Managers Evaluation and Consideration of New Work Agreement.

The personnel committee collected reviews from commissioners and staff on the performance of Interim City Manager Clarence Goodlein. Goodlein scored 329/330 potential points, with several positive comments. The current contract is set to expire in early December 2024. Terms, length and compensation to be negotiated.

Motion, by Wyman with support from Copenhaver to direct Attorney Nettleton to draft a potential contract for continued services provided by Clarence Goodlein.

Motion carried.

h. Thue Resignation

Per city charter, and due to it being less than 60 days prior to a General Election, the seat is not required to be filled immediately. Due to Thue submitting a petition to Clerk Lester, hence being on the ballot and per the direction of legal counsel, after 11/5/24 (general election) a second letter of resignation should be submitted by Thue, a second declaration of vacancy will be announced after which letters of interest may be submitted to city administration to fill this term.

Motion, by Wyman with support from Spore to accept the letter of resignation submitted by Commissioner Eric Thue and to declare the vacancy.

Motion carried.

Public Comment-

Vicki Carroll

Kei Steffens

Commissioner Comment-

Spencer confirmed a Special Meeting will be held 10/15/24 @815am @City Hall 105 N. Main St with one item for discussion purposes only; Financial Action Report. OMA positing requirements were met, with agenda and attachments available at City Hall and the City website.

Wyman questioned details of the Christmas Parade.

Adjournment-

Motion, by Spore with support from Jensen to adjourn.

Motion Carried 607pm.

Kelse Lester, Clerk

Marcy M. Spencer, Mayor

SCOTTVILLE INVOICE REGISTER FOR CITY OF SCOTTVILLE

EXP CHECK RUN DATES 10/15/2024 - 10/28/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Number	Vendor Name	Description	Bank Account	Inv Amt
10-15-24	VISA	RIVERSIDE AND MCPAHAIL	POOL	1,026.60
10-14-24	VISA	FUEL, REPAIRS	POOL	132.29
10-13-24	VISA	RIVERSIDE PARK	POOL	326.71
10-11-24	VISA	EQUIP REPAIR, CITY HALL	POOL	591.62
11-8-24	WEST MI CRIMINAL JUSTICE TRAINING	TRAINING	POOL	87.50
2366	MOW TIME	MOWING DDA	POOL	240.00
10-14-2024	MASON COUNTY SHERIFF'S OFFICE	CITATION TICKETS	POOL	200.00
0105,0159	EXTREME TREES	TREE REMOVAL	POOL	5,300.00
11-1-2024	CHAMBER ALLIANCE MASON COUNTY	ANNUAL DUES	POOL	200.00
204746305972	CONSUMERS ENERGY	105 W GREEN	POOL	79.54
027179-2024	DISTRICT HEALTH DEPARTMENT #10	TESTING	POOL	20.00
052-216-008-00	Jennifer Powers	2024 Sum Tax Refund 052-216-	POOL	307.47
10-2024	CITY OF SCOTTVILLE--WATER/SEWER DEP	WATER	POOL	435.98
116635	COREWELL HEALTH CLIENT BILLING	CONTRACT WORK	POOL	25.00
11-24	BLUE CROSS BLUE SHIELD OF MICHIGAN	INSURANCE	POOL	427.08
3RD QTER 2024	CITY OF LUDINGTON	3RD QTER 2-24	POOL	49,224.65
8-6-2024	MASON COUNTY CLERK	PRIMARY ELECTION SUPPLIES	POOL	314.57
10-2024	HOME CITY ICE COMPANY	ICE	POOL	910.00
11228494	EGLE CASHIERS OFFICE	CAMPGROUND LIC	POOL	184.00
2024.015	MASON COUNTY DPW	3RD QTER 2024	POOL	43,942.92
10-23-24	TNT ENTERPRIZE	MOWING	POOL	1,745.00
10-2024	AT & T MOBILITY	PHONE	POOL	299.77
201631657871	CONSUMERS ENERGY	LIGHTS	POOL	156.39
Report Total:				106,177.09

CITY OF SCOTTVILLE
MEMORANDUM

Date: October 28, 2024

To: Mayor Spencer and City Commissioners

From: Clarence E. Goodlein, Interim City Manager

Subject: Activity of City Administration

Since the last meeting of the City Commission, City Administration has engaged in the following activities.

- Discussion with personnel of the Department of Public Works as well as the City Treasurer concerning the impact of US EPA Regulation 10-2024.
- Discussion with the Police Department and the City Attorney concerning the application of certain City Ordinances to property acquired through a PA 425 of 1984¹ action, and that is located north of the City and near the US 31 Bypass.
- Review of specifications and stipulations required for the authoring of a request for proposals (RFP) concerning a study and recommendations for water and waste-water ready-to-serve rates and cash reserves required for future capital improvements of both water and waste-water systems as well as financial projections of what monies current and proposed water and waste-water rates would provide.
- Development, publication, and distribution of Administrative Directives concerning written work orders and assignment of a Human Resources Facilitator.
- Discussion with the City Treasurer concerning her assumption of duties as the Human Resources Facilitator for the City.
- Discussion with City Clerk concerning the status of fundraising and planning for the Scottville Children's Christmas Parade and Holiday Celebration.
- Meeting with a representative of the Mason County Press concerning the Financial Action Plan that was recently received and discussed by the City Commission.
- Continuation of the review of records related to the alley watermain project and the analysis and evaluation of design and construction engineering fees.
- Review and evaluation of all professional services agreements as well as vendors rendering professional services without an agreement currently.
- Discussion with SAFEbuilt representative concerning the issuance of ordinance violation notices for building code offenses as well as offenses of the rental regulations' ordinance.
- Discussion with the Department of Public Works concerning the status of sidewalks that have scheduled for replacement.

¹ PA 425 of 1984 is know as the Conditional Land Transfer Act.

COMMISSION MEETING 10/28/2024

ATTENDED COMMUNITY MEETINGS:

Lake, Oceana and Mason County SRO monthly meeting

UPCOMING EVENTS:

Grandparents raising grandchildren social media presentation, Halloween trick or treating.

TRAINING:

Firearms qualification at WSCC, and BTAM threat assessment training,

ADDITIONAL INFORMATION:

Deputy Postma, Interim Chief Skinner and community service workers filled 725 Halloween bags for MCC, MCE and Victory Head Start Schools. They were filled with a color book, crayons, Halloween safety brochure, police badge sticker and a sucker.

Community Service personal between 430pm and 6 pm were sweeping sidewalks, removing corn stalks from poles, filled Halloween bags, and carried down Holiday decorations from upstairs to prepare for Holiday decorating next month.

POLICE BUDGET:

SVPD salaries and wages are currently 4.8 percent below budget. The SVPD 101.301 department budget is currently 3.46 below budget for 24/25 year.



Mason – Oceana 911
 Ray Hasil, Director
 9160 N. Oceana Drive
 Pentwater, MI 49449
 Phone: (231) 869-7911
 Fax: (231) 869-5857

Scottville Calls Thurs - Wed

Printed on October 24, 2024

CFS Date/Time	CFS #	Responder Agencies	Primary Units	Address	Descriptions
10/17/24 09:38:29	MO24-52729	SVPD	SV2	103 N REINBERG AVE,	FOUND PROPERTY
10/18/24 05:45:54	MO24-52846	MCSO	M46	101 E STATE ST,	WELL BEING CHECK
10/18/24 12:40:05	MO24-52890	SVPD	SV2	101 E STATE ST,	PROPERTY DAMAGE
10/18/24 19:47:43	MO24-52975	SVPD	SV3	130 W STATE ST,	TRAFFIC STOP
10/18/24 23:26:38	MO24-53004	SVPD	SV3	401 W 3RD ST,	NOISE COMPLAINT
10/19/24 16:22:58	MO24-53093	MASON LIFE	MEDIC	210 W BROADWAY	MED3
10/19/24 21:33:32	MO24-53135	SVPD	SV3	S MAIN ST / E 2ND ST,	TRAFFIC STOP
10/19/24 23:13:29	MO24-53144	MCSO, SVPD	SV3, M23	404 N THOMAS ST,	ASSAULT
10/19/24 23:13:55	MO24-53145	MO911	192	E MAPLE AVE / N	INFORMATION
10/20/24 06:03:02	MO24-53165	MCSO	M36	314 N MAIN ST,	CAR DEER ACCIDENT
10/20/24 06:48:37	MO24-53169	MCSO	M46	506 E STATE ST,	CAR DEER ACCIDENT
10/20/24 16:26:20	MO24-53224	SVPD	SV3	S SCOTT ST / W 2ND	TRAFFIC STOP
10/20/24 17:16:14	MO24-53230	MASON LIFE, SVPD	SV3, MEDIC	401 W 3RD ST,	MED3
10/20/24 19:54:48	MO24-53250	MASON LIFE	MEDIC	401 W 3RD ST,	MED3
10/21/24 03:29:50	MO24-53266	21R, MASON LIFE	MEDIC, 21R	114 W BROADWAY	MED1
10/21/24 19:23:36	MO24-53373	MCSO	M47	W 1ST ST / S MAIN ST,	TRAFFIC STOP
10/21/24 19:43:36	MO24-53377	MASON LIFE	MEDIC	214 THORNWILD DR,	MED3
10/22/24 10:26:40	MO24-53448	SVPD	SV2	400 W 3RD ST,	NOISE COMPLAINT
10/22/24 10:41:52	MO24-53451	SVPD	SV2	400 W 3RD ST,	NOISE COMPLAINT
10/22/24 11:55:42	MO24-53463	SVPD	SV2	506 E STATE ST,	ASSIST
10/22/24 19:33:48	MO24-53535	MCSO	M12	405 N THOMAS ST,	LARCENY
10/22/24 22:34:45	MO24-53555	MCSO, MSP	M47, 6217	400 W 3RD ST,	NOISE COMPLAINT;
10/23/24 19:56:34	MO24-53708	SVPD	SV3	W STATE ST / S	TRAFFIC STOP

Total Records: 23



Mason - Oceana 911
 Ray Hasil, Director
 9160 N. Oceana Drive
 Pentwater, MI 49449
 Phone: (231) 869-7911
 Fax: (231) 869-5857

Printed on October 10, 2024

Scottville Calls Thurs - Wed

CFS Date/Time	CFS #	Responder Agencies	Primary Units	Address	Descriptions
10/03/24 13:49:11	MO24-50482	SVPD	SV2	105 N MAIN ST,	TELEPHONE
10/03/24 20:48:09	MO24-50559	MCSO	M47	S MAIN ST / E 2ND ST,	TRAFFIC STOP
10/04/24 13:30:56	MO24-50654	SVPD	SV3	105 N MAIN ST,	TELEPHONE
10/04/24 16:48:45	MO24-50686	SVPD	SV3	400 W 3RD ST,	NEIGHBOR DISPUTE
10/04/24 17:54:42	MO24-50695	MCSO	M44	210 W BROADWAY	PUBLIC RELATIONS
10/04/24 22:25:57	MO24-50744	SVPD	SV3	S COLUMBIA AVE / E	TRAFFIC STOP
10/05/24 08:43:02	MO24-50781	MCSO	M46	412 THORNWILD DR,	PROPERTY DAMAGE
10/05/24 15:00:45	MO24-50836	MCSO	M32	107 W STATE ST,	FOLLOW UP
10/05/24 15:32:01	MO24-50842	SVPD	SV3	401 W 3RD ST,	DISTURBANCE
10/05/24 19:50:50	MO24-50893	SVPD	SV3	130 W STATE ST,	TRAFFIC STOP
10/05/24 21:47:33	MO24-50918	SVPD	SV3	130 W STATE ST,	TRAFFIC STOP
10/05/24 21:55:20	MO24-50920	SVPD	SV3	400 W 3RD ST,	ASSAULT
10/06/24 15:33:15	MO24-51031	SVPD	SV3	S MAIN ST / E 5TH ST,	TRAFFIC STOP
10/06/24 15:49:11	MO24-51035	SVPD	SV3	W STATE ST / S MAIN	TRAFFIC STOP
10/07/24 01:04:37	MO24-51091	MCSO	M23	117 N MAIN ST,	DISTURBANCE
10/07/24 01:04:59	MO24-51092	MO911	153	117 N MAIN ST,	ALARM
10/07/24 08:14:42	MO24-51106	MCSO	M19	105 N MAIN ST,	TELEPHONE
10/07/24 10:23:15	MO24-51124	MCSO	M9	107 W STATE ST,	PAPER SERVICE
10/07/24 19:37:14	MO24-51220	MCSO	M41	113 W STATE ST,	DOMESTIC
10/08/24 13:39:22	MO24-51356	SVPD	SV2	308 W MAPLE ST,	FRAUD
10/08/24 16:08:16	MO24-51381	21R, MASON LIFE	MEDIC, 21R	220 E 5TH ST,	MED1
10/09/24 11:13:36	MO24-51523	SVPD	SV2	210 W BROADWAY	FOLLOW UP

Total Records: 22



Mason - Oceana 911
 Ray Hasil, Director
 9160 N. Oceana Drive
 Pentwater, MI 49449
 Phone: (231) 869-7911
 Fax: (231) 869-3857

Scottville Calls Thurs - Wed

Printed on October 17, 2024

CFS Date/Time	CFS #	Responder Agencies	Primary Units	Address	Descriptions
10/10/24 19:50:22	MO24-51759	SVPD	SV3	S COLUMBIA AVE / E	TRAFFIC STOP
10/11/24 13:20:57	MO24-51838	MO911	151	S MAIN ST / W STATE	RECKLESS DRIVER
10/11/24 15:52:05	MO24-51860	SVPD	SV2	N REINBERG AVE / W	SUSPICIOUS
10/11/24 21:47:30	MO24-51928	MCSO	M43	117 N MAIN ST,	MISCELLANEOUS
10/11/24 21:59:30	MO24-51930	MCSO	M47	S MAIN ST / E 2ND ST,	TRAFFIC STOP
10/11/24 22:36:33	MO24-51939	MCSO	M43	E 2ND ST / S ELM ST,	TRAFFIC STOP
10/12/24 09:13:00	MO24-51978	MCSO	M9	101 N MAIN ST,	WARRANT PICK UP
10/12/24 15:14:10	MO24-52021	MCSO	M19	209 S MAIN ST,	INFORMATION
10/12/24 16:15:00	MO24-52028	MSP	6241	130 W STATE ST,	WELL BEING CHECK
10/12/24 18:11:27	MO24-52044	21R, MASON LIFE	21R, MEDIC	401 S ELM ST,	MED2
10/12/24 21:09:22	MO24-52083	MCSO	M44	210 W BROADWAY	TELEPHONE
10/12/24 21:31:13	MO24-52089	MCSO	M43	220 E 2ND ST,	CAR DEER ACCIDENT
10/12/24 22:04:04	MO24-52095	MCSO	M44	210 W BROADWAY	JUVENILE
10/13/24 21:41:16	MO24-52227	MCSO	M12	107 W STATE ST,	TELEPHONE
10/13/24 22:35:48	MO24-52235	MCSO	M45	107 W STATE ST,	COMPLAINT
10/14/24 12:59:28	MO24-52317	SVPD	SV3	105 N MAIN ST,	MISCELLANEOUS
10/14/24 13:30:38	MO24-52324	SVPD	SV3	400 W 3RD ST,	WARRANT PICK UP
10/14/24 14:48:16	MO24-52338	MO911	187	107 W STATE ST,	RECKLESS DRIVER
10/14/24 16:42:11	MO24-52362	SVPD	SV3	E STATE ST / S BEAN	TRAFFIC STOP
10/14/24 19:54:37	MO24-52382	SVPD	SV3	S MAIN ST / E 3RD ST,	TRAFFIC STOP
10/14/24 19:59:39	MO24-52384	21R, MASON LIFE	21R, MEDIC	103 N REINBERG AVE,	MED1
10/14/24 20:04:15	MO24-52385	MCSO, SVPD	SV3, M17	S ELM ST / E STATE	TRAFFIC STOP
10/14/24 21:48:57	MO24-52402	SVPD	SV3	S COLUMBIA AVE / E	RECKLESS DRIVER
10/15/24 08:05:41	MO24-52441	SVPD	SV2	202 N COLUMBIA AVE,	PAPER SERVICE
10/15/24 08:54:13	MO24-52450	MSP	6241	210 W BROADWAY	CAR DEER ACCIDENT;
10/15/24 10:27:58	MO24-52460	SVPD	SV2	43.954386, -86.286567,	PROPERTY DAMAGE
10/15/24 20:36:01	MO24-52543	SVPD	SV3	117 N MAIN ST,	TRAFFIC STOP

CFS Date/Time	CFS #	Responder Agencies	Primary Units	Address	Descriptions
10/16/24 15:32:18	MO24-52627	SVPD	SV2	400 S ELM ST,	JUVENILE

Total Records: 28

Incident Summary

Report Criteria:

Start Date	End Date	Officer	Offense
10/14/2024	10/23/2024	ALL	ALL

IncidentNumber	Report Date	Status	Officer	Description/Offense	Location
24-051860	10/14/2024	Closed	SKINNER,KATRINA	juvenile complaint 70004 - Juvenile Issues	526 N MAIN STREET, SCOTTVILLE
24-052317	10/14/2024	Inactive	WIETRZYKOWSKI,STEVE	DAMAGE TO PATROL CAR	SCOTTVILLE POLICE DEPT. -- 105 N MAIN ST, SCOTTVILLE
24-052448	10/15/2024	Closed	SKINNER,KATRINA	29000 - DAMAGE TO PROPERTY suspicious activity	G2S -- 526 N MAIN STREET, SCOTTVILLE
24-052460	10/15/2024	Closed	SKINNER,KATRINA	98007 - Inspection Suspicious Situation pda	MCFAIL FIELD -- 325 W STATE STREET, SCOTTVILLE
24-052464	10/15/2024	Closed	SKINNER,KATRINA	93001 - PROPERTY DAMAGE ACCIDENT/PI suspicious	WSCC -- 3000 N STILES ROAD, SCOTTVILLE
24-052627	10/16/2024	Closed	SKINNER,KATRINA	98007 - Inspection Suspicious Situation ORV Violation	108 W STATE STREET, SCOTTVILLE
24-052729	10/17/2024	Closed	SKINNER,KATRINA	70004 - Juvenile Issues found property	103 N REINBERG AVE, SCOTTVILLE
24-052890	10/18/2024	Closed	SKINNER,KATRINA	98008 - Found Property and Lost Property PDA	STATE STREET/MAIN STREET, SCOTTVILLE
24-053004	10/18/2024	Closed	WIETRZYKOWSKI,STEVE	93001 - PROPERTY DAMAGE ACCIDENT/PI NOISE DISTURBANCE	401 W THIRD ST, 418, SCOTTVILLE
24-053144	10/19/2024	Cleared by Arrest	WIETRZYKOWSKI,STEVE	99009 - General Non-Criminal OPERATING WHILE INTOXICATED (SUPER DRUNK)	THOMAS/BERYL, SCOTTVILLE
24-053448	10/22/2024	Closed	SKINNER,KATRINA	54002 - OUIL OR OUID noise complaint	401 W THIRD STREET, SCOTTVILLE
24-053463	10/22/2024	Closed	SKINNER,KATRINA	99009 - General Non-Criminal ASSIST LAKE COUNTY	MUSHROOM PLANT -- 506 E. STATE STREET, SCOTTVILLE
				99008 - Departmental Assist	

Incident Summary

Report Criteria:

Start Date	End Date	Officer	Offense
10/14/2024	10/23/2024	ALL	ALL

IncidentNumber	Report Date	Status	Officer	Description/Offense	Location
----------------	-------------	--------	---------	---------------------	----------

Incident/Offense Count: 12

Arrest Count Report

Report Criteria:

Start Date	End Date
10/14/2024	10/23/2024

Arresting Officer	Adult	Juvenile	Unknown	Total
WIETRZYKOWSKI, STEVE	2	0	0	2
Totals:	2	0	0	2

Ticket Ledger Report

Report Criteria:

Start Date	End Date	Officer	Ticket Type
10/14/2024	10/23/2024	ALL	ALL

Number	Date	Location	Description	Fine	Paid
C-37525	10/14/24	STATE/COLUMBIA	Exceeded Posted Speed	0.00	0.00
C-37551	10/14/24	STATE/COLUMBIA	Exceeded Posted Speed	0.00	0.00
C-37528	10/15/24	307 W THIRD STREET	in op vehicle	0.00	0.00
			no permit chicken	0.00	0.00
C-37529	10/15/24	307 W THIRD STREET	in op vehicle	0.00	0.00
			in op vehicle	0.00	0.00
C-37552	10/15/24	STATE/MAIN	No Proof of Insurance on a motor vehicle	0.00	0.00
			Expired Registration Plate	0.00	0.00
C-37553	10/18/24	STATE/REINBERG	Exceeded Posted Speed	0.00	0.00
C-37554	10/18/24	STATE/REINBERG	Exceeded Posted Speed	0.00	0.00
C-37555	10/18/24	STATE/MAIN	Disregarded Stop and Go Light	0.00	0.00
C-37556	10/19/24	STATE/COLUMBIA	Exceeded Posted Speed	100.00	100.00
C-37557	10/19/24		Exceeded Posted Speed	0.00	0.00
C-37558	10/19/24	MAIN/STATE	Disregarded Stop and Go Light	0.00	0.00
C-37559	10/20/24	STATE/COLUMBIA	Exceeded Posted Speed	0.00	0.00
C-37560	10/20/24	STATE/COLUMBIA	Holding or using a mobile electronic device while operating	0.00	0.00
			Exceeded Posted Speed	0.00	0.00
C-37561	10/20/24	MAIN/FIRST	Expired Registration Plate	80.00	80.00

Ticket Count: 14

CITY OF SCOTTVILLE, MICHIGAN
RESOLUTION TO PLACE A SPECIAL ASSESSMENT ON THE
2024 WINTER TAX ROLL FOR DELINQUENT LOT MOWING

RESOLUTION NO. 24-16

WHEREAS, Chapter 90, section 90.24 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 lot mowing bills, and;

WHEREAS, for the winter 2024 tax bills FIVE (5) resident in the City is more than sixty days delinquent in paying their delinquent lot mowing bill, and;

WHEREAS, per City Ordinance Chapter 90, several notices were mailed to the resident 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 winter 2024 taxes TOTALING: \$1,672.50

1. Equipped Rentals	052-218-006-00	\$1080.00	Empty Lot
2. Mary Waller	052-106-001-00	\$120.00	304 S. Main St
3. Jason Saya	052-112-006-00	\$240.00	109 E. Fourth St
4. David Moran	052-131-006-00	\$112.50	127 W. Broadway Ave
5. MidWest V LLC	052-215-002-00	\$120.00	209 S. Main St

The above resolution was moved for adoption by Commissioner _____ and seconded by _____.

The motion for adoption received the following vote:

YES:

NO: 0

ABSENT: 0

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 1579th Regular Meeting held Monday, October 28th, 2024.

Kelse R. Lester, Clerk

CITY OF SCOTTVILLE, MICHIGAN
RESOLUTION TO PLACE A SPECIAL ASSESSMENT ON THE
2024 WINTER TAX ROLL FOR DELINQUENT LOT MOWING

RESOLUTION NO. 24-16

WHEREAS, Chapter 90, section 90.24 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 lot mowing bills, and;

WHEREAS, for the winter 2024 tax bills FIVE (5) resident in the City is more than sixty days delinquent in paying their delinquent lot mowing bill, and;

WHEREAS, per City Ordinance Chapter 90, several notices were mailed to the resident 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 winter 2024 taxes TOTALING: \$1,672.50

1.	052-218-006-00	\$1080.00	Empty Lot
2.	052-106-001-00	\$120.00	304 S. Main St
3.	052-112-006-00	\$240.00	109 E. Fourth St
4.	052-131-006-00	\$112.50	127 W. Broadway Ave
5.	052-215-002-00	\$120.00	209 S. Main St

The above resolution was moved for adoption by Commissioner _____ and seconded by _____.

The motion for adoption received the following vote:

YES:

NO: 0

ABSENT: 0

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 1579th Regular Meeting held Monday, October 28th, 2024.

Kelse R. Lester, Clerk

CITY OF SCOTTVILLE, MICHIGAN

RESOLUTION TO PLACE A SPECIAL ASSESSMENT ON THE
2024 WINTER TAX ROLL FOR DELINQUENT WATER BILLS
RESOLUTION NO. 24-17

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 WINTER 2024 tax bills Fifteen (15) 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 winter 2024 taxes totaling \$3,938.65.

1. 111 W. Broadway Ave	052-124-016-00	\$184.48
2. 124 W. Broadway Ave	052-132-001-00	\$90.47
3. 127 W. Broadway Ave	052-131-006-00	\$335.09
4. 110 S. Columbia Ave	052-213-014-00	\$430.30
5. 301 Crowley St	052-107-006-00	\$89.34
6. 204 Fourth St	052-108-008-00	\$466.33
7. 206 N. Main St	052-245-003-00	\$60.10
8. 309 N. Main St	052-141-003-00	\$341.30
9. 124 S. Main St	052-122-008-00	\$354.05
10. 133 S. Main St	052-214-011-50	\$60.80
11. 404 S. Main St	052-101-001-00	\$340.64
12. 108 S. Reinberg Ave	052-121-003-00	\$279.25
13. 306 E. State St	052-220-009-00	\$299.23
14. 126 W. State St	052-124-026-00	\$39.19
15. 307 W. Third St	052-109-004-00	\$568.08

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 1579th Regular Meeting held Monday, October 28th, 2024.

Kelse R. Lester, Clerk

**CITY OF SCOTTVILLE
MEMORANDUM**

To: Mayor Marcy Spencer and Members of the Scottville City Commission

From: City of Scottville – Finance Committee

Date: October 28, 2024

Subject: Recommendation To Authorize The City Manager To Devise A Request for Proposals (RFP) For A Vendor To Perform A Water and Sewer Rate Study And Financial Forecast

This memorandum is to recommend that the City Commission authorize the Interim City Manager to devise a request for proposals (RFP) for a vendor to perform a water and sewer rate study and financial forecast that could be reviewed by the City Commission and, if approved, released.

CITY OF SCOTTVILLE
MEMORANDUM

To: Mayor Marcy Spencer and Members of the Scottville City Commission

From: Clarence E. Goodlein, Interim City Manager

Date: October 28, 2024

Subject: Consideration of a Recommendation From the Ordinance and Public Safety Committee to Introduce an Ordinance Amending §154.02 of Chapter 154 of Title XV of the Code of Ordinances of the City of Scottville – The Residential Rental Property Regulations

Background: At its October 16, 2024 meeting, the Ordinance and Public Safety Committee received communication from the City Attorney concerning an amendment to the *Residential Rental Property Regulations* found in the City of Scottville’s Code of Ordinances and that pertained to its definitions of *Family Member* and *Rental Dwelling*. Subsequently, the Committee discussed that communication and decided on criteria for each of these definitions. In this regard, the Committee decided that the definition of *Family Member* should be defined as “... a parent, grandparent, child or grandchild of the owner of the dwelling related by blood, adoption, or marriage” and that the definition of *Rental Dwelling* should be defined as “... any dwelling not occupied by the property owner or any family member(s), as defined by this Chapter. The owner of a dwelling occupied by any family member(s), as defined by this Chapter, shall annually file a non-rental affidavit with the City so as to have the dwelling be exempt from the requirements of this Chapter”. It was the decision of the Ordinance and Public Safety Committee that these definitions would best serve both the purpose of the Residential Rental Property Regulations’ Ordinance and the good of the community and that the Committee should recommend that these definitions be amended as stated and as shown in the proposed amending Ordinance that accompanies this memorandum. Lastly, the Committee decided that it was their recommendation that the City Commission introduce this amending ordinance this evening.

Recommendation: It is recommended that the City Commission accept the recommendations of the Ordinance and Public Safety Committee and introduce the proposed Ordinance that would amend §154.02 of Chapter 154 of Title XV of the Code of Ordinances of the City of Scottville, The Residential Rental Property Regulations, to change the definitions of *Family Member* and *Rental Dwelling* as shown in this report and the accompanying proposed Ordinance since it would best serve both the purpose of residential rental property regulations and the good of the community.

CITY OF SCOTTVILLE
COUNTY OF MASON, MICHIGAN

At a regular meeting of the City Commission of the City of Scottville held at the Scottville _____, _____ Street, Scottville, Michigan, within the City, on ___ day of _____ 2024, at 6:00 p.m. Local Time.

PRESENT: Members: _____

ABSENT: Members: _____

The following Ordinance was offered by Commissioner _____ and was supported by Commissioner _____:

ORDINANCE NO. 24-__

AN ORDINANCE TO AMEND SECTION 154.02 OF CHAPTER 154 OF TITLE XV OF THE CODE OF ORDINANCES OF THE CITY OF SCOTTVILLE - THE RESIDENTIAL RENTAL PROPERTY REGULATIONS

THE CITY OF SCOTTVILLE ORDAINS:

Section 1. Amendment of Section 154.02 of Chapter 154 of Title XV of the City of Scottville Code of Ordinances. Section 154.02 of Chapter 154 of Title XV of the City of Scottville Code of Ordinances is hereby amended in its entirety to read as follows:

Sec. 154.02. Definitions.

- (i) "Boarding House" shall be as defined in the Scottville Zoning Ordinance.
- (ii) "Building Inspector" means the Scottville City Manager or his or her designee in writing.
- (iii) "Certificate of Compliance" means a document issued by the Building Inspector stating the dwelling has passed inspection and complies with local codes and requirements.
- (iv) "Dwelling" means any house, room, boarding house or apartment, which is wholly or partially used or intended to be used for living, sleeping, cooking and eating. Hotels, motels, bed & breakfasts, and resorts shall not be defined as dwellings for the purposes of this chapter.
- (v) "Family member" means a parent, grandparent, child or grandchild of the owner of the dwelling related by blood, adoption, or marriage.

- (vi) "Fee" means a fee determined from time to time by Commission resolution. A fee shall be charged each time the Building Inspector makes an on-site inspection of any dwelling that comes within the meaning of this chapter.
- (vii) "Landlord" means any person, firm, partnership, association, corporation, company or organization of any kind owning or offering for rent or lease any dwelling or dwelling unit within the City.
- (viii) "Scottville Property Maintenance Code" shall be the Scottville Property Maintenance Code, Chapter 151, as amended.
- (ix) "Parcel" means a tract of land identified by a single parcel identification number on the property tax rolls of the City.
- (x) "Rental Dwelling" means any dwelling not occupied by the property owner or any family member(s) as defined by this chapter. The owner of a dwelling occupied by any family member(s), as defined by this chapter, shall annually file a non-rental affidavit with the City so as to have the dwelling be exempt from the requirements of this Chapter.
- (xi) "Rental Dwelling Unit" means a portion of a rental dwelling for an individual, couple, a single family, or other living unit.
- (xii) "Transfer of Ownership" means the conveyance of title to or a present interest in property, including the beneficial use of property, the value of which is substantially equal to the value of the fee interest.

Section 2. Severability. The terms and provisions of this Ordinance shall be deemed to be severable, and should any section, clause or provision hereof be declared to be invalid, the same shall not affect the validity of any other section, clause, or provision of the ordinance, if the same may be given effect without the provisions thus declared to be invalid.

Section 3. Repeal. All resolutions or ordinances, and parts thereof including, which are in conflict, in whole or in part, with any of the provisions of this Ordinance are hereby repealed.

Section 4. Effective Date; Publication. This Ordinance shall become effective fifteen days after its adoption, but not before its publication pursuant to Section 7.18 of the City Charter, by making copies of the Ordinance available for inspection by, and distribution to, the public and by publishing notice of the printing and availability before the effective date herein.

The vote to adopt this Ordinance was as follows:

YEAS: Members: _____

NAYS: Members: _____

ABSTAIN: Members: _____

THE ORDINANCE IS DECLARED TO BE DULY ADOPTED.

Kelse Lester, Clerk
City of Scottville

STATE OF MICHIGAN)
) ss.
COUNTY OF MASON)

I, the undersigned, the duly qualified and acting Clerk of the City of Scottville, Mason County, Michigan, do hereby certify that the foregoing is a true and copy of an ordinance adopted by the City Commission at a regular meeting on the ___ day of _____ 2024, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this ___ day of _____ 2024.

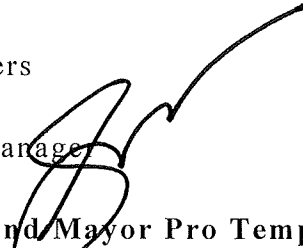
Kelse Lester, Clerk
City of Scottville

Ordinance introduced:
Description published:
Ordinance adopted:
Ordinance effective:

CITY OF SCOTTVILLE
MEMORANDUM

Date: October 28, 2024

To: Mayor Spencer and City Commissioners

From: Clarence E. Goodlein, Interim City Manager 

Subject: **Special Thanks To Mayor Spencer and Mayor Pro Tempore Seiter**

Shortly after beginning my work for the City of Scottville, Mayor Spencer's and Deputy Mayor Seiter's commitment to the community and their concern for its residents quickly became apparent. During the past few months, I have noted that their enthusiasm and energy for the City and its residents have no limitations. They have always been available to myself and staff and helpful with the many projects that the City has undertaken. It is important to give each of them tribute tonight as they depart from their positions as elected officials and to recognize that their work and devotion to the City has not gone unnoticed. Few people can or will give their time to a community as they have done. The City has been blessed by their presence and their work and they both will be sorely missed as Commission members.

I expect that their commitment to the community and their concern for its residents will not end this evening and that their work for the betterment of Scottville will continue through the many different projects in which they will become involved in the future. They both have my personal thanks and gratitude for their work as Commissioners.