

CITY OF SCOTTVILLE
COMMISSION MEETING AGENDA
1583rd Regular Meeting
Monday December 16, 2024, 6pm
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 1582nd Regular Meeting Minutes
- B. Approval of Bills \$27,887.00

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. No Response from Norlund and Associates Concerning Attorneys request for reimbursement

11. New Business

- a. RFP Selection; Water/Sewer Rate Study; Utility Financial Solutions, LLC
- b. Budget Amendments for Water/Sewer Study- Resolution 24-23
- c. Notice of Expected Revenue Deficiencies in 24/25 Operating Budget
- d. Appointment to Planning Commission
- e. Appointment to Board of Review
- f. Thue Resignation/Full Term Vacancy Declaration
- g. Jensen Resignation/Full Term Vacancy Declaration

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 1582nd Regular Commission meeting of the Scottville City Commission held at Scottville Area Senior Center 140 S. Main St on December 2, 2024.

Called to order at 6pm by Mayor Dixie Spore.

Present at Roll Call:

Copenhaver

Jensen

Thue

Wyman

Mayor Spore

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

Additions/Deletions to Agenda-

ADD; UB; ITEM C; Consideration & Adoption of Ordinance 24-04

ADD; NB; ITEM D; Suspension of Commissioner Compensation

Approval of Agenda

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

Motion carried.

Approval of Consent Agenda

Motion, by Copenhaver support from Thue to approve the consent agenda with updated summary and total of bills to be paid.

*Updated list of bills to be paid provided to Commission prior to meeting. New total \$18,967.41

Motion carried.

Public Comment (*Agenda Items Only, 2 minutes*)

Bobbiann Wallager

Kei Steffes

Correspondence-

Department Reports

- a. City Manager- Pre meeting notes provided by Goodlein.
- b. Police Department- Statistical report provided by Skinner.
- c. Mayor- N/A
- d. Attorney- N/A
- e. Treasurer/Clerk- N/A
- f. DPW- N/A
- g. Assessor- Pre meeting notes provided by Johnson
- h. Committee Reports- N/A
- i. Mason County Commissioner Representative- Lew Squires (Amber & Pere Marquette) in attendance.
- j. MCRFA Representative- Lehrbass in attendance, noted the group is at the beginning stages of a possible millage request, will update as the cause progresses. All departments are in desperate need of volunteers.
- k. DDA Representative- N/A

Unfinished Business

- a. **Adoption of Ordinance 24-06- Residential Inspection Regulations**

Motion, by Wyman with support from Jensen to approve the adoption of Ordinance 24-06- Rental Inspection Regulations are presented.

Roll call vote

Yes; DC, RJ, DS, ET & RW

No; None

Absent/Abstain; None

Motion carried.

b. **City Manager Work Agreement**

Motion, by Wyman with support from Copenhaver to approve the “Employment Agreement for City Manager” with Clarence Goodlein as presented and authorize the Mayor and Clerk to execute the Agreement on the City’s behalf with such revisions as deemed necessary in consultation with the City Attorney.

Roll call vote

Yes; RJ, DS, ET, RW & DC

No; None

Absent/Abstain; None

Motion carried.

c. **Ordinance 24-04- Self Storage in the Highway Commercial Zone**

-Motion, by Thue with support from Wyman to renew the consideration of Ordinance 24-04 as presented.

Motion carried.

-Motion, by Thue with support from Wyman to adopt Ordinance 24-04- Self Storage in the Highway Commercial Zone as presented.

Roll call vote

Yes; DS, ET, RW, DC & RJ

No; None

Absent/Abstain; None

Motion carried.

New Business-

a. **Partial Term Commission Appointment**

Though five letters of interest were received (1 to withdraw prior to meeting time) all but two candidates failed to note which position they were applying for. Discussion amongst council as to how best handle this unprecedented situation. Positions were declared 11/13/24, needing to be filled within 30 days per city charter or a special election citing the petition process must take place.

-Motion, by Thue with support from Copenhaver to select within this 1582nd Regular Meeting of the Scottville City Commission.

Motion carried.

Discussion amongst the council on whether to consider applicants who did not specify which position they were applying for.

-Motion, by Copenhaver with support from Spore to appoint Marcy Spencer to the vacant partial term to expire 2026.

Roll call vote

Yes; DS, DC & RW

No; ET & RJ
Absent/Abstain; None
Motion carried.

b. Full Term Commission Appointment

Motion, by Wyman with support from Jensen to appoint Bobbiann Wallager to the vacant full-term position to expire 2028.

Roll call vote
Yes; DS, ET, RW, DC & RJ
No; None
Absent/Abstain; None
Motion carried.

*Oath of office administered by Clerk Lester, Wallager then joined the Commission.

c. DDA Member Appointment

Motion, by Wyman with support from Thue to approve the appointment of Kayleen Moffitt to the Downtown Development Authority Board.

Motion carried.

c. Suspension of Commissioner Compensation

Motion, by Wyman with support from Copenhaver to suspend compensation of commissioners (\$50 per meeting) until further notice.

Motion carried.

Public Comment-

Donald Pasco
Kei Steffes

Commissioner Comment-

Copenhaver noted she felt to avoid the cost of a special election there were limited options with the facts at hand.

Adjournment-

Motion, by Wyman with support from Jensen to adjourn.
Motion Carried 643pm.

Kelse Lester, Clerk

Dixie Spore, Mayor

SCOTTVILLE INVOICE REGISTER FOR CITY OF SCOTTVILLE

EXP CHECK RUN DATES 12/03/2024 - 12/16/2024

POSTED AND UNPOSTED

OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Number	Vendor Name	Description	Bank Account	Inv Amt
12-11-24	VISA	COMPUTER, CITY HALL, MEMBERS	POOL	800.37
12-12-24	VISA	EQUIP REPAIR	POOL	150.98
0239-003695080	REPUBLIC SERVICES	GARBAGE, RECYCLE	POOL	7,799.57
94089	LARSON'S ACE HARDWARE	EQUIP REPAIR	POOL	27.99
12-26-24	CONSUMERS ENERGY	LIGHTS	POOL	244.68
551-647329	STATE OF MI -MI STATE POLICE	TOKEN FEE	POOL	66.00
11-30-24	751 PARTS CO INC	EQUIP	POOL	11.34
11-30-24	LUDINGTON DAILY NEWS	ADVERTISING	POOL	486.40
12-6-24	CONSUMERS ENERGY	LIGHTS	POOL	2,745.45
12-2024	DTE ENERGY	HEAT	POOL	694.78
12-2024	PARTS PLUS OF MASON COUNTY	SUPPLIES	POOL	15.57
302730	TRINITY HEALTH WORKPLACE	DOT PHYSICAL EXAM	POOL	100.00
1249702,1249708,1249	BRICKLEY DELONG	AUDIT	POOL	8,700.00
POLICE CAR	BENEDICT'S AUTO	POLICE CAR	POOL	1,169.50
1049	URBAN VINYL	POLICE REPAIR	POOL	127.60
0106	EXTREME TREES	TREE REMOVAL	POOL	4,100.00
INV12047	JACKPINE BUSINESS CENTER	NAME PLATES	POOL	52.00
770657442557	GOODLEIN, CLARENCE	POSTAGE	POOL	32.95
AF 25CRT058	DRUG SCREENS PLUS	DRUG SCREENING	POOL	159.00
1-2025	CITY OF SCOTTVILLE--WATER/SEWER DEP	WATER	POOL	402.82
Report Total:				27,887.00

CITY OF SCOTTVILLE
MEMORANDUM

Date: December 16, 2024

To: Mayor Dixie Spore and Members of the Scottville City Commission

From: Clarence E. Goodlein, City Manager


Subject: Activity of City Administration

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

- Discussions with the Police Department concerning a Traffic Control Order audit.
- Receipt of a FOIA request; notification to and discussion with the City Attorney concerning the request; and assignments to staff concerning collection of the necessary information.
- Meetings with DPW staff concerning Act 51 activity and disbursements.
- Meetings with City Hall staff concerning new work schedule and implementation of Monday – Thursday services, 7 AM – 5 PM, beginning December 23, 2024.
- Receipt of resignations from Commissioners Jensen and Thue.
- Preliminary discussions of line-item expenses that could be reduced.
- Completion of Winter Newsletter for publication and distribution.
- Discussion with the City Assessor concerning the difficulty of obtaining people to staff the Board of Review.
- Discussion of deficit elimination plan requirements with the City’s auditors and review of State of Michigan Numbered Letter 2016-1 that addresses its requirements.
- Receipt and review of RFPs for a water and sewer study from Utility Financial Solutions and Endeavor Utility Solutions.
- Meetings with local businesses concerning parking on N Main Street and the implementation of Traffic Control Orders to facilitate parking that provides for clients seeking carry-out food from restaurants.

CITY OF SCOTTVILLE
MEMORANDUM

To: Mayor Dixie Spore and Members of the Scottville City Commission

From: Clarence E. Goodlein, City Manager 

Date: December 16, 2024

Subject: No Response From Norlund and Associates Concerning the City Attorney's Request for Reimbursement For Expenses as a Result of the Memorial Day Water Main Rupture and Community Wide Loss of Water Service

This memorandum is to notify City Commissioners that as of this date the City Attorney has not received a response from his written request sent to Norlund and Associates that it reimburse the City for losses from the Memorial Day water main rupture and community wide loss of water service. I have discussed this matter with the City Attorney who advises that the amount of the loss is too small for other than a small claims complaint at which the City cannot be represented by any attorney. If it is the City Commission's desire and decision to proceed, then the City Attorney will meet with myself and direct me as to how I can best file a small claims matter on behalf of the City and how I would represent the City at that small claims District Court hearing.

CITY OF SCOTTVILLE
MEMORANDUM

Date: December 16, 2024

To: Mayor Spore and Scottville City Commission Members

From: Clarence E. Goodlein, City Manager

Subject: **Request for Approval of A Resolution Amending the FY2024/2025 Budget With Budget Amendments To Allow For The Performance Of Financial Forecasts And Cost Of Service Rate Studies For The City's Sewage Disposal Fund (Fund # 590) And The City's Water Supply System Fund (Fund # 591)**

Background: In accordance with §§10.1-10.7 of the Charter of the City of Scottville and PA 621 of 1978 (as amended), it is requested that the City Council amend by Resolution the FY2024/2025 budget as presented in Addendum A that accompanies this memorandum. Upon review of the addendum, City Commission Members will note that the proposed expense budget amendments pertain to an anticipated expense for performance of financial forecasts and cost of service rate studies for the City's Sewage Disposal Fund (Fund # 590) and the City's Water Supply System Fund (Fund # 591). Commissioners will also note that it is proposed that the funds for these expenses be transferred from the City's unappropriated fund balance/cash reserve for each of the respective funds.

A proposed City Council Resolution for amending the FY2024/2025 budget to coincide with these proposed expenses accompanies this report.

Recommendation: It is recommended that the City Council amend by Resolution the FY2024/2025 budget to coincide with the actual expenses of the City's Sewage Disposal Fund (Fund # 590) and the City's Water Supply System Fund (Fund # 591) as presented in Addendums A as required by City Charter and state statute.

City of Scottville

RESOLUTION 24-23

Resolution To Approve Budget Amendments For The Fiscal Year 2024/2025 And The Period Ending June 30, 2025 To Allow For The Performance Of Financial Forecasts And Cost Of Service Rate Studies For The City's Sewage Disposal Fund And The City's Water Supply System Fund

Commission Member _____ offered the following resolution and moved for its adoption:

WHEREAS, in accordance with the provisions of the City Charter, the City Manager on April 22, 2024 submitted to the Commission a recommended budget for the City of Scottville, Michigan for the fiscal year commencing July 1, 2024 and ending June 30, 2025; and

WHEREAS, the Commission had considered the financial needs of the City of Scottville for its efficient operations during the upcoming fiscal year and reviewed the recommended budget submitted by the City Manager; and

WHEREAS, in accordance with the State statute, the Commission, after proper notice, conducted a public hearing on May 13, 2024 for the proposed budget at which all objections and comments on the proposed budget were considered; and

WHEREAS, when anticipated expenses exceed that which have been appropriated by the City Commission and at such additional times as requested by the Commission, the officer responsible for maintenance of the City accounting system shall submit to the Commission data showing the relation between the estimated and actual revenues and expenditures to date, and if it shall appear that the revenues are less than anticipated or expenses are greater than anticipated, the Commission may reduce or increase appropriations; and

WHEREAS, the City shall not operate at a deficit; and

WHEREAS, revenue amendments to the fiscal budget revenues reflect the following changes, transfers from funds' unappropriated fund balances/cash reserves; and

WHEREAS, expense amendments to the fiscal budget expenses reflect the following changes, increased appropriations to provide for the expense of the performance of financial forecasts and cost of service rate studies for the City's Sewage Disposal Fund And The City's Water Supply System Fund;

NOW THEREFORE BE IT RESOLVED, that REVENUES for the fiscal year commencing July 1, 2024 and ending June 30, 2025 are hereby amended as reflected in Addendum A by the

Scottville City Commission for the purpose of more closely reflecting actual revenue and expense as of December 16, 2024;

AND BE IT FURTHER RESOLVED, that EXPENDITURES for the fiscal year commencing July 1, 2024 and ending June 30, 2025 are hereby amended as reflected in Addendum A by the Scottville City Commission for the purpose of more closely reflecting actual expenditures as of December 16, 2024;

Second by Commissionmember _____ . _____ Yeas. _____
Nay.

Dixie Spore, Mayor

Kelse Lester, Clerk

I, Kelse Lester, City Clerk of the City of Flushing, hereby certify the foregoing to be a true and complete copy of a resolution adopted by the Scottville City Commission at a regular meeting held on Monday, December 16, 2024.

Kelse Lester, City Clerk

Addendum A

<u>Fund #</u>	<u>Fund Description</u>	<u>Account #</u>	<u>From</u>	<u>To</u>
590	Sewage Disposal – Fund Balance	590.000.000.389.000	\$18,500	████████
590	Sewage Disposal – Transfers In	590.000.000.677.000	████████	\$18,500
591	Water Supply System – Fund Balance	591.000.000.389.000	\$18,500	████████
591	Water Supply System – Transfers In	591.000.000.677.000	████████	\$18,500
<u>Fund #</u>	<u>Fund Description</u>	<u>Account #</u>	<u>Decrease</u>	<u>Increase</u>
590	Sewage Disposal – Contracted Work	590.560.000.930.200	████████	\$18,500
591	Water Supply System – Prof. Services	591.560.000.801.000	████████	\$18,500

CITY OF SCOTTVILLE
MEMORANDUM

Date: December 16, 2024

To: Mayor Dixie Spore and Members of the City Commission

From: Clarence E. Goodlein, City Manager

Subject: Notice of Expected Revenue Deficiencies in the General Operating Budget (General Fund # 101) FY 2024/2025

Recently, City Administration began a review of the City’s different funds to determine whether it would be necessary to request that the City Commission approve budget amendments due to unexpected but necessary spending or unexpected revenue deficiencies. While it was determined that no budget amendments are required for expenses at this time, it was determined that there are expected revenue deficiencies in the General Fund (Fund # 101). These deficiencies are noted and displayed in the following Table.

Account #	Revenue Description	Budgeted Revenue	Expected Revenue	Current Revenue
101-000.000-447.000	Tax Admin Fees	\$55,000	\$4,000	\$0
101-000.000-540.000	State Grants	\$10,000	\$0	\$0
101-000.000-541.000	Local Grants	\$12,000	\$0	\$0
101-000.000-574.000	State Revenue Sharing	\$190,000	\$150,000	\$69,106
101-000.000-664.000	Investment Interest	\$65,000	\$2,000	\$1,421
Total		\$332,000	\$156,000	\$70,527
Difference: Budgeted Revenue Vs Expected	\$176,000			
Repayment To Cash Reserve	\$23,000			
Minimum Shortfall - 06/30/25	\$199,000			

An analysis by myself and the City Treasurer, Ms. Shafer, suggests that the budgeted revenue entries by the previous City Administrator may have wrongly estimated General Fund revenue and ignored the budget history of these line-items to facilitate a balanced General Fund budget without decreasing any General Fund budget expenses. This conclusion is supported by records that demonstrate discussion between Ms. Shafer and the previous City Administrator of the need to decrease the budgeted tax administration fee revenue entry to be consistent with the recent history of tax administration fee revenue and the refusal of the City Administrator to do so. It is also supported by the recollections of Ms. Shafer concerning discussions with the former City Administrator concerning the need to reduce General Fund expenses considering

the dramatic difference between his revenue submission for this line-item and the history of tax administration fee revenue during the past five (5) years.

Moreover, the premise of this memorandum that the budgeted revenue entries by the previous City Administrator may have wrongly estimated General Fund revenue and ignored the budget history of these line-items to facilitate a balanced General Fund budget without decreasing any General Fund budget expenses is supported by the absence of any records that suggest that the City Administrator knew of the availability of revenue from State or Local grants for FY 2024/2025 when the General Fund budget was created and submitted to the City Commission.

Of additional interest and of error is that the line-item revenue entry of investment interest inappropriately attributed investment interest revenue from all funds to revenue that would offset expenses from the General Fund. It is important to note that investment interest revenue accrues in each fund's account separately (i.e., General Fund, Major Streets, Local Streets, Water, Sewer, etc.) and is consequently recorded as investment interest revenue in each respective fund.

Lastly, with respect to the matter of FY 2024/2025 revenue deficiencies, it is important to recognize that while the estimated revenue entry of \$190,000 for the line-item of *State Revenue Sharing* is consistent with the history of this revenue category, the amount of *State Revenue Sharing* received each year is speculative and always dependent upon consumerism and the sales tax revenue that is generated from sales of taxable merchandise and services. Should sales of taxable merchandise and services decrease and be inconsistent with estimates of the Michigan Department of Treasury, the revenue that is received by the City can easily, dramatically, and quickly decrease without notice from this agency.

The importance of these occurrences is that they create a potential General Fund budgetary imbalance of \$176,000, or \$199,000 when it is considered that an additional \$23,000 will most probably be required to be deposited to the General Fund's unappropriated fund balance/cash reserves at the end of FY 2024/2025. This amount of this deposit could be higher or lower depending upon the decision of the Michigan Department of Treasury to accept or reject the City's proposal to deposit this amount as part of its *debt elimination plan*.

As a result of these facts and my and the City Treasurer Shafer's analysis, I shared this news with staff during a one-hour meeting. Staff are committed to reducing City expenses and spending even less than they have previously this fiscal year. I am confident that they will be able to do so but believe that their sincere and deliberate efforts will not be enough and will not be able to balance the FY 2024/2025 budget in all likelihood. Should the City receive all its budgeted state revenue-sharing, it will still be without approximately \$139,000 of revenue for which \$139,000 of expenses were budgeted and still be without revenue resources to address the \$23,000 that will be required for the filing of a credible debt elimination plan with the State of Michigan. The excising of those amounts from spending in the remaining six (6)

months of the current fiscal year will be impossible without decisive, dramatic and painful action by the City Commission who has the responsibility for finance and appropriations. The City Commission should give strong consideration to those strategies that are proposed in the Financial Action Plan and report that they received on October 15, 2024 and definitively instruct City Administration as to which strategies that they should pursue, which strategies that they should not pursue, and/or which additional strategies should be examined/considered/pursued. This undertaking is important not only for the financial success of the current fiscal year but also for planning the operation of City government and the scope and delivery of services in FY 2025/2026.

For the reference and convenience of the Commissioners, a revenue and expense report of the City's General Fund (Fund #101) as of 12/09/2024 accompanies this memorandum and shows the revenue items noted as well as the expenses of the Police Department and that of zoning and related inspections. These expenses have been highlighted since these departments were discussed in the Financial Action Plan and report previously referenced in this memorandum.

GL Number	Description	24-25 Amended Budget	YTD Balance 11/30/2024	% Bdg Used
Fund: 101 GENERAL FUND				
Account Category: Revenues				
Department: 000.000 NON-DEPARTMENTAL				
101-000.000-401.000	REAL AND PERSONAL TAXES	410,000.00	399,829.53	97.52
101-000.000-445.300	PENALTIES-LATE CHARGES	1,300.00	0.00	0.00
101-000.000-447.000	TAX ADMIN FEES	55,000.00	0.00	0.00
101-000.000-540.000	STATE GRANTS	10,000.00	0.00	0.00
101-000.000-541.000	LOCAL GRANT	12,000.00	0.00	0.00
101-000.000-543.000	302 POLICE TRAINING	380.00	0.00	0.00
101-000.000-571.000	LIQUOR LICENSES	1,600.00	440.00	27.50
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION	20,000.00	7,114.95	35.57
101-000.000-574.000	STATE REVENUE SHARING	190,000.00	69,106.00	36.37
101-000.000-600.600	CHARGE FOR SERVICES	3,000.00	1,610.05	53.67
101-000.000-600.610	CHARGE FOR SERVICES-CEMETARY	1,000.00	1,100.00	110.00
101-000.000-613.000	LICENSE AND PERMITS	28,000.00	12,455.00	44.48
101-000.000-640.000	SCHOOL RESOURCE OFFICER	29,000.00	4,000.00	13.79
101-000.000-653.100	RIVER PARK - CAMPING FEES	160,000.00	104,372.02	65.23
101-000.000-653.300	RIVER PARK DONATIONS	1,000.00	0.00	0.00
101-000.000-653.600	RIVER PARK BOAT LAUNCH	7,000.00	6,584.60	94.07
101-000.000-654.000	MCPHAIL DEPT. REVENUE	3,000.00	3,300.00	110.00
101-000.000-654.100	MCPHAIL DONATIONS/BANNERS	8,000.00	0.00	0.00
101-000.000-654.600	RIVER PARK CONCESSION	10,000.00	5,716.50	57.17
101-000.000-655.000	FINES AND FORFEITS	1,000.00	4,687.65	468.77
101-000.000-655.100	CHRISTMAS	0.00	2,795.00	100.00
101-000.000-664.000	INTEREST ON INVESTMENTS	65,000.00	1,421.16	2.19
101-000.000-667.100	RENTS AND ROYALTIES/CHARTER FRANCISE	6,000.00	3,734.51	62.24
101-000.000-672.100	MISCELLANEOUS INCOME	5,000.00	2,848.60	56.97
101-000.000-674.000	POLICE DONATIONS	1,000.00	2,500.00	250.00
101-000.000-691.000	REIMBURSEMENTS	10,000.00	(14,108.00)	(141.08)
101-000.000-691.400	REIMBURSEMENT FOR ELECTION	4,000.00	0.00	0.00
Total Dept 000.000 - NON-DEPARTMENTAL		1,042,280.00	619,507.57	59.44
Revenues		1,042,280.00	619,507.57	59.44
Account Category: Expenditures				
Department: 101.000 CITY COMMISSION				
101-101.000-702.000	SALARIES & WAGES	9,500.00	6,430.80	67.69
101-101.000-709.000	SOCIAL SECURITY	700.00	491.94	70.28
101-101.000-715.000	RETIREMENT	400.00	382.80	95.70
101-101.000-717.000	HEALTH INSURANCE	550.00	0.00	0.00
101-101.000-740.400	STATE PURCHASING FEE	200.00	0.00	0.00
101-101.000-801.000	PROFESSIONAL SERVICES	2,000.00	0.00	0.00
101-101.000-801.050	AUDIT	8,000.00	5,930.30	74.13
101-101.000-860.000	TRAVEL/TRAINING	1,000.00	0.00	0.00
101-101.000-862.000	DUES & MEMBERSHIPS	1,700.00	0.00	0.00
101-101.000-880.000	CHRISTMAS	0.00	126.37	100.00
101-101.000-880.600	COMMUNITY PROMOTION	1,000.00	136.92	13.69
101-101.000-900.000	PRINTING & PUBLISHING	6,000.00	1,337.62	22.29
101-101.000-930.200	CONTRACTED WORK	2,000.00	4,522.50	226.13
101-101.000-935.000	INSURANCE & BONDS	4,300.00	4,363.00	101.47
Total Dept 101.000 - CITY COMMISSION		37,350.00	23,722.25	63.51
Department: 172.000 CITY MANAGER				
101-172.000-702.000	SALARIES & WAGES	64,575.00	28,384.61	43.96
101-172.000-709.000	SOCIAL SECURITY	4,600.00	2,362.73	51.36
101-172.000-710.000	UNEMPLOYMENT EXPENSE	100.00	2.59	2.59
101-172.000-715.000	RETIREMENT-MERS	6,400.00	6,871.87	107.37
101-172.000-717.000	HEALTH INS	9,000.00	0.00	0.00
101-172.000-718.000	HEALTH INSURANCE	2,500.00	0.00	0.00
101-172.000-719.000	DISABILITY INSURANCE	660.00	0.00	0.00
101-172.000-725.000	WORKER COMP. INSURANCE	500.00	0.00	0.00
101-172.000-754.000	COMPUTER EXPENSE	550.00	44.79	8.14
101-172.000-860.000	TRAVEL/TRAINING	1,000.00	0.00	0.00
101-172.000-861.000	MILEAGE REIMBURSEMENT	0.00	2,750.00	100.00
101-172.000-862.000	DUES & MEMBERSHIPS	500.00	0.00	0.00
Total Dept 172.000 - CITY MANAGER		90,385.00	40,416.59	44.72
Department: 215.000 CITY CLERK				
101-215.000-702.000	SALARIES & WAGES	37,000.00	12,360.06	33.41
101-215.000-709.000	SOCIAL SECURITY	2,340.00	926.98	39.61
101-215.000-710.000	UNEMPLOYMENT EXPENSE	300.00	1.27	0.42
101-215.000-715.000	RETIREMENT-MERS	3,700.00	1,690.70	45.69

REV/EXP 3 COLUMNS FOR CITY OF SCOTTVILLE
Balance As of 11/30/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 11/30/2024	% Bdg Used
Fund: 101 GENERAL FUND				
Account Category: Expenditures				
Department: 215.000 CITY CLERK				
101-215.000-717.000	HEALTH INS	3,000.00	1,135.26	37.84
101-215.000-718.000	HEALTH INSURANCE	1,000.00	1,986.30	198.63
101-215.000-719.000	DISABILITY INSURANCE	400.00	174.54	43.64
101-215.000-725.000	WORKER COMP. INSURANCE	400.00	0.00	0.00
101-215.000-754.000	COMPUTER EXPENSE	3,000.00	44.79	1.49
101-215.000-860.000	TRAVEL/TRAINING	1,000.00	359.28	35.93
101-215.000-862.000	DUES & MEMBERSHIPS	150.00	0.00	0.00
Total Dept 215.000 - CITY CLERK		52,290.00	18,679.18	35.72
Department: 247.000 BOARD OF REVIEW				
101-247.000-702.000	SALARIES & WAGES-BOR	4,000.00	1,840.81	46.02
101-247.000-709.000	SOCIAL SECURITY-BOR	300.00	138.94	46.31
101-247.000-715.000	RETIREMENT-MERS	500.00	308.81	61.76
101-247.000-717.000	HEALTH INSURANCE	466.00	103.71	22.26
101-247.000-801.000	PROFESSIONAL SERVICES	100.00	0.00	0.00
Total Dept 247.000 - BOARD OF REVIEW		5,366.00	2,392.27	44.58
Department: 253.000 CITY TREASURER				
101-253.000-702.000	SALARIES & WAGES	37,000.00	14,542.91	39.31
101-253.000-709.000	SOCIAL SECURITY	2,900.00	1,086.01	37.45
101-253.000-710.000	UNEMPLOYMENT EXPENSE	300.00	0.63	0.21
101-253.000-715.000	RETIREMENT-MERS	4,700.00	1,992.41	42.39
101-253.000-717.000	HEALTH INS	4,500.00	1,311.33	29.14
101-253.000-718.000	HEALTH INSURANCE	1,500.00	1,986.30	132.42
101-253.000-719.000	DISABILITY INSURANCE	450.00	214.92	47.76
101-253.000-725.000	WORKER COMP. INSURANCE	450.00	0.00	0.00
101-253.000-754.000	COMPUTER EXPENSE	1,500.00	44.79	2.99
101-253.000-860.000	TRAVEL/TRAINING	1,000.00	0.00	0.00
101-253.000-862.000	DUES & MEMBERSHIPS	200.00	99.00	49.50
Total Dept 253.000 - CITY TREASURER		54,500.00	21,278.30	39.04
Department: 257.000 ASSESSOR				
101-257.000-709.000	SOCIAL SECURITY	50.00	19.12	38.24
101-257.000-754.000	COMPUTER EXPENSE	400.00	0.00	0.00
101-257.000-755.000	TAX ROLL EXPENSE	3,500.00	1,129.44	32.27
101-257.000-930.200	CONTRACTED WORK	9,000.00	3,797.00	42.19
Total Dept 257.000 - ASSESSOR		12,950.00	4,945.56	38.19
Department: 262.000 ELECTIONS				
101-262.000-702.000	SALARIES & WAGES	11,000.00	6,570.03	59.73
101-262.000-709.000	SOCIAL SECURITY	700.00	498.41	71.20
101-262.000-715.000	RETIREMENT-MERS	700.00	376.08	53.73
101-262.000-717.000	HEALTH INS	1,000.00	239.48	23.95
101-262.000-725.000	WORKER COMP. INSURANCE	400.00	370.00	92.50
101-262.000-752.000	OPERATING SUPPLIES	2,000.00	334.57	16.73
101-262.000-860.000	TRAVEL/TRAINING	500.00	0.00	0.00
Total Dept 262.000 - ELECTIONS		16,300.00	8,388.57	51.46
Department: 265.000 CITY HALL & GROUNDS				
101-265.000-702.000	SALARIES & WAGES	7,000.00	2,736.90	39.10
101-265.000-709.000	SOCIAL SECURITY	575.00	204.83	35.62
101-265.000-710.000	UNEMPLOYMENT EXPENSE	500.00	0.45	0.09
101-265.000-715.000	RETIREMENT-MERS	800.00	374.16	46.77
101-265.000-717.000	HEALTH INS	800.00	249.38	31.17
101-265.000-725.000	WORKER COMP. INSURANCE	400.00	0.00	0.00
101-265.000-751.000	OFFICE SUPPLIES	7,000.00	1,860.89	26.58
101-265.000-754.000	COMPUTER EXPENSE	13,000.00	2,826.49	21.74
101-265.000-760.000	POSTAGE	0.00	9.85	100.00
101-265.000-918.000	WATER	1,000.00	708.35	70.84
101-265.000-920.000	LIGHTS	3,000.00	3,103.46	103.45
101-265.000-921.000	HEAT	3,600.00	476.70	13.24
101-265.000-924.000	PHONE	3,000.00	1,345.90	44.86
101-265.000-930.000	REPAIRS & MAINTENANCE	3,000.00	1,424.45	47.48
101-265.000-930.100	LEASED EQUIPMENT	10,000.00	8,927.98	89.28
101-265.000-930.200	CONTRACTED WORK	10,000.00	1,654.50	16.55
101-265.000-935.000	INSURANCE & BONDS	22,000.00	(3,998.32)	(18.17)
Total Dept 265.000 - CITY HALL & GROUNDS		85,675.00	21,905.97	25.57
Department: 266.000 ATTORNEY				
101-266.000-930.200	CONTRACTED WORK	40,000.00	21,642.96	54.11

GL Number	Description	24-25 Amended Budget	YTD Balance 11/30/2024	% Bdgt Used
Fund: 101 GENERAL FUND				
Account Category: Expenditures				
Department: 266.000 ATTORNEY				
Total Dept 266.000 - ATTORNEY		40,000.00	21,642.96	54.11
Department: 297.000 PARKING LOT & MALL				
101-297.000-702.000	SALARIES & WAGES	1,500.00	791.73	52.78
101-297.000-709.000	SOCIAL SECURITY	150.00	59.72	39.81
101-297.000-715.000	RETIREMENT-MERS	300.00	109.34	36.45
101-297.000-717.000	HEALTH INS	500.00	138.72	27.74
101-297.000-718.000	HEALTH INS	500.00	1,394.10	278.82
101-297.000-725.000	WORKERS COMP INS	200.00	370.00	185.00
101-297.000-752.000	OPERATING SUPPLIES	300.00	0.00	0.00
101-297.000-920.000	LIGHTS	750.00	335.38	44.72
101-297.000-930.200	CONTRACTED WORK	2,000.00	0.00	0.00
101-297.000-930.500	PAINTING LINES	200.00	0.00	0.00
101-297.000-943.000	EQUIPMENT RENTAL	500.00	114.22	22.84
Total Dept 297.000 - PARKING LOT & MALL		6,900.00	3,313.21	48.02
Department: 301.000 POLICE DEPARTMENT				
101-301.000-702.000	SALARIES & WAGES	150,000.00	51,932.14	34.62
101-301.000-709.000	SOCIAL SECURITY	12,000.00	3,933.70	32.78
101-301.000-710.000	UNEMPLOYMENT EXPENSE	250.00	4.89	1.96
101-301.000-715.000	RETIREMENT-MERS	22,000.00	9,375.15	42.61
101-301.000-717.000	HEALTH INS	15,000.00	9,488.90	63.26
101-301.000-718.000	HEALTH INSURANCE	10,000.00	9,609.61	96.10
101-301.000-719.000	DISABILITY INSURANCE	1,500.00	258.54	17.24
101-301.000-725.000	WORKER COMP. INSURANCE	500.00	0.00	0.00
101-301.000-752.000	OPERATING SUPPLIES	6,000.00	2,925.44	48.76
101-301.000-754.000	COMPUTER EXPENSE	2,000.00	357.50	17.88
101-301.000-860.000	TRAVEL/TRAINING	2,500.00	240.49	9.62
101-301.000-862.000	DUES & MEMBERSHIPS	500.00	0.00	0.00
101-301.000-924.000	PHONE	5,000.00	1,749.01	34.98
101-301.000-930.210	CONTRACTED SERVICES	2,000.00	167.00	8.35
101-301.000-935.000	INSURANCE & BONDS	1,500.00	550.12	36.67
Total Dept 301.000 - POLICE DEPARTMENT		230,750.00	90,592.49	39.26
Department: 371.000 ZONING /BLIGHT/RENTAL INSPECT				
101-371.000-702.000	SALARIES & WAGES	7,500.00	3,461.58	46.15
101-371.000-709.000	SOCIAL SECURITY	600.00	264.80	44.13
101-371.000-710.000	UNEMPLOYMENT EXPENSE	100.00	0.00	0.00
101-371.000-715.000	RETIREMENT-MERS	800.00	765.66	95.71
101-371.000-717.000	HEALTH INS	1,100.00	0.00	0.00
101-371.000-718.000	HEALTH INSURANCE	500.00	1,393.82	278.76
101-371.000-725.000	WORKER COMP. INSURANCE	400.00	0.00	0.00
101-371.000-752.000	OPERATING SUPPLIES	100.00	0.00	0.00
101-371.000-801.100	CITY ATTORNEY	5,000.00	7,134.00	142.68
101-371.000-849.000	ZONING LIENS	0.00	350.00	100.00
101-371.000-930.200	CONTRACTED WORK	65,000.00	5,216.00	8.02
Total Dept 371.000 - ZONING /BLIGHT/RENTAL INSPECT		81,100.00	18,585.86	22.92
Department: 441.000 DEPARTMENT OF PUBLIC WORKS				
101-441.000-702.000	SALARIES & WAGES	65,000.00	17,905.28	27.55
101-441.000-709.000	SOCIAL SECURITY	4,500.00	1,352.50	30.06
101-441.000-710.000	UNEMPLOYMENT EXPENSE	9,100.00	5.43	0.06
101-441.000-715.000	RETIREMENT-MERS	12,000.00	2,985.55	24.88
101-441.000-717.000	HEALTH INS	1,400.00	5,864.99	418.93
101-441.000-718.000	HEALTH INSURANCE	1,000.00	1,393.54	139.35
101-441.000-719.000	DISABILITY INSURANCE	1,400.00	639.97	45.71
101-441.000-721.000	UNIFORM EXPENSES	2,000.00	548.00	27.40
101-441.000-725.000	WORKER COMP. INSURANCE	450.00	0.00	0.00
101-441.000-749.000	DRUG TESTING	500.00	26.00	5.20
101-441.000-752.000	OPERATING SUPPLIES	4,000.00	97.42	2.44
101-441.000-754.000	COMPUTER EXPENSE	500.00	44.79	8.96
101-441.000-775.000	REPAIR & MAINTENANCE SUPPLIES	4,000.00	487.29	12.18
101-441.000-860.000	TRAVEL/TRAINING	1,500.00	765.64	51.04
101-441.000-918.000	WATER	750.00	363.88	48.52
101-441.000-920.000	LIGHTS	1,740.00	830.16	47.71
101-441.000-921.000	HEAT	3,200.00	180.01	5.63
101-441.000-924.000	PHONE	2,200.00	922.14	41.92
101-441.000-930.200	CONTRACTED WORK	2,000.00	2,400.00	120.00
101-441.000-935.000	INSURANCE & BONDS	1,000.00	0.00	0.00

GL Number	Description	24-25 Amended Budget	YTD Balance 11/30/2024	% Bdg Used
Fund: 101 GENERAL FUND				
Account Category: Expenditures				
Department: 441.000 DEPARTMENT OF PUBLIC WORKS				
101-441.000-943.000	EQUIPMENT RENTAL	14,000.00	5,749.66	41.07
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		132,240.00	42,562.25	32.19
Department: 444.000 ALLEYS & SIDEWALKS				
101-444.000-702.000	SALARIES & WAGES	2,500.00	1,229.60	49.18
101-444.000-709.000	SOCIAL SECURITY	150.00	99.55	66.37
101-444.000-715.000	RETIREMENT-MERS	250.00	172.03	68.81
101-444.000-717.000	HEALTH INS	500.00	314.10	62.82
101-444.000-725.000	WORKER COMP. INSURANCE	350.00	0.00	0.00
101-444.000-742.000	STREET PATCHING	500.00	0.00	0.00
101-444.000-748.000	GRAVEL	1,000.00	0.00	0.00
101-444.000-752.000	OPERATING SUPPLIES	100.00	0.00	0.00
101-444.000-756.000	CSX PROPERTY LEASE	2,500.00	115.00	4.60
101-444.000-930.200	CONTRACTED WORK	4,000.00	8,176.00	204.40
101-444.000-943.000	EQUIPMENT RENTAL	500.00	154.45	30.89
Total Dept 444.000 - ALLEYS & SIDEWALKS		12,350.00	10,260.73	83.08
Department: 448.000 STREET LIGHTING				
101-448.000-920.000	LIGHTS	24,000.00	9,334.09	38.89
Total Dept 448.000 - STREET LIGHTING		24,000.00	9,334.09	38.89
Department: 567.000 BROOKSIDE CEMETERY				
101-567.000-702.000	SALARIES & WAGES	7,000.00	6,656.85	95.10
101-567.000-709.000	SOCIAL SECURITY	500.00	506.71	101.34
101-567.000-715.000	RETIREMENT-MERS	1,000.00	949.20	94.92
101-567.000-717.000	HEALTH INS	2,000.00	1,965.93	98.30
101-567.000-718.000	HEALTH INSURANCE	1,000.00	1,394.10	139.41
101-567.000-725.000	WORKER COMP. INSURANCE	350.00	0.00	0.00
101-567.000-775.000	REPAIR & MAINTENANCE SUPPLIES	500.00	21.18	4.24
101-567.000-920.000	LIGHTS	700.00	309.99	44.28
101-567.000-930.200	CONTRACTED WORK	6,500.00	3,900.00	60.00
101-567.000-935.000	INSURANCE & BONDS	500.00	0.00	0.00
101-567.000-943.000	EQUIPMENT RENTAL	2,500.00	2,056.34	82.25
Total Dept 567.000 - BROOKSIDE CEMETERY		22,550.00	17,760.30	78.76
Department: 751.000 RECREATION DEPT. EXPENSES				
101-751.000-702.000	SALARIES & WAGES	1,500.00	1,658.93	110.60
101-751.000-709.000	SOCIAL SECURITY	150.00	126.80	84.53
101-751.000-710.000	UNEMPLOYMENT EXPENSE	100.00	0.72	0.72
101-751.000-715.000	RETIREMENT-MERS	200.00	246.49	123.25
101-751.000-717.000	HEALTH INS	300.00	750.22	250.07
101-751.000-725.000	WORKER COMP. INSURANCE	350.00	0.00	0.00
101-751.000-748.000	GRAVEL	1,000.00	0.00	0.00
101-751.000-752.000	OPERATING SUPPLIES	500.00	126.00	25.20
101-751.000-918.000	WATER	1,000.00	686.70	68.67
101-751.000-920.000	LIGHTS	1,500.00	545.97	36.40
101-751.000-930.000	REPAIRS & MAINTENANCE	1,000.00	2,947.82	294.78
101-751.000-930.200	CONTRACTED WORK	9,500.00	10,720.00	112.84
101-751.000-935.000	INSURANCE & BONDS	1,000.00	0.00	0.00
101-751.000-943.000	EQUIPMENT RENTAL	1,000.00	1,673.81	167.38
Total Dept 751.000 - RECREATION DEPT. EXPENSES		19,100.00	19,483.46	102.01
Department: 756.000 RIVER PARK & GROUNDS				
101-756.000-702.000	SALARIES & WAGES	60,000.00	41,527.97	69.21
101-756.000-709.000	SOCIAL SECURITY	4,000.00	2,734.76	68.37
101-756.000-710.000	UNEMPLOYMENT EXPENSE	300.00	2.12	0.71
101-756.000-715.000	RETIREMENT-MERS	750.00	247.11	32.95
101-756.000-717.000	HEALTH INS	500.00	212.36	42.47
101-756.000-725.000	WORKER COMP. INSURANCE	400.00	370.00	92.50
101-756.000-741.000	ROAD BRINE	300.00	0.00	0.00
101-756.000-748.000	GRAVEL	500.00	0.00	0.00
101-756.000-752.000	OPERATING SUPPLIES	3,000.00	1,706.40	56.88
101-756.000-754.000	COMPUTER EXPENSE	500.00	44.79	8.96
101-756.000-787.000	CONCESSION	4,000.00	4,221.62	105.54
101-756.000-788.000	WOOD	6,000.00	1,970.00	32.83
101-756.000-789.000	SHIRTS	300.00	0.00	0.00
101-756.000-801.000	PROFESSIONAL SERVICES	500.00	40.00	8.00
101-756.000-860.000	TRAVEL/TRAINING	500.00	0.00	0.00
101-756.000-862.000	DUES & MEMBERSHIPS	750.00	521.42	69.52

REV/EXP 3 COLUMNS FOR CITY OF SCOTTVILLE
 Balance As of 11/30/2024

GL Number	Description	24-25 Amended Budget	YTD Balance 11/30/2024	% Bdgt Used
Fund: 101 GENERAL FUND				
Account Category: Expenditures				
Department: 756.000 RIVER PARK & GROUNDS				
101-756.000-880.600	COMMUNITY PROMOTION	500.00	0.00	0.00
101-756.000-917.000	SEWER	3,000.00	75.22	2.51
101-756.000-918.000	WATER	1,500.00	534.54	35.64
101-756.000-920.000	LIGHTS	15,000.00	13,394.96	89.30
101-756.000-924.000	PHONE	500.00	566.60	113.32
101-756.000-930.000	REPAIRS & MAINTENANCE	2,000.00	2,153.53	107.68
101-756.000-930.200	CONTRACTED WORK	6,000.00	11,286.75	188.11
101-756.000-943.000	EQUIPMENT RENTAL	1,500.00	26.82	1.79
101-756.000-970.100	POOL EXPENSES	6,000.00	522.44	8.71
Total Dept 756.000 - RIVER PARK & GROUNDS		118,300.00	82,159.41	69.45
Expenditures		1,042,106.00	457,423.45	43.89
Fund 101 - GENERAL FUND:				
TOTAL REVENUES		1,042,280.00	619,507.57	
TOTAL EXPENDITURES		1,042,106.00	457,423.45	
NET OF REVENUES & EXPENDITURES:		174.00	162,084.12	

Clarence Goodlein

From: Grip N Rip Disc Golf <gripnripdiscgolf@gmail.com>
Sent: Friday, October 11, 2024 12:36 PM
To: Clarence Goodlein
Subject: Planning Commission

Hi Clarence,

Kayleen here from Grip N Rip Disc Golf!

First, I wanted to say thank you again for the dog treats for my pups! They have absolutely been loving them :)

I am interested in being on the events/planning commission and was talking with Susan today and she said the first step is emailing you my interest letter. Here it is.

I have lived in Scottville my entire life and remember farmers markets, a huge harvest festival and carnival, rides, pig roasts, beer tents and so many fun activities to attend for all ages in all of the seasons. Over the years the city has lost that. Since moving my business, Grip N Rip Disc Golf, to main street, I would like to try and bring some of those things back. I have so many ideas and would love to be part of bringing back the glory of downtown scottville. Farmers Markets especially would help so many people in our community.

I would be honored to be considered as a new member on the planning commission if there is a spot open.

I have experience with this in the forms of hosting/organizing craft fairs and vendor shows, hosting/organizing all the tournaments and leagues for my store, and teaching tai chi classes (which I am hoping to start back up soon).

I look forward to hearing from you soon!

Thank you so much! :)

Kayleen Moffitt
Grip N Rip Disc Golf

Kelse Lester

From: Jamie Daws <jamiedaws_tc@yahoo.com>
Sent: Tuesday, December 10, 2024 6:33 PM
To: Kelse Lester
Subject: Board of Review

Good Evening Kelse,

Please consider this communication as my letter of interest for a position on the Board of Review. My husband and I moved to Scottville in July of 2023 from the east side of the state. I have been a licensed Realtor for over 21 years, of which until my relocation, was my full time profession. I still hold an active license.

My background consists of a vast array of boards back home ranging from our local DDA, to chairing our county Board of Health for almost 18 years, as well as being a County Commissioner.

I am looking to be more involved in the community here and feel that my knowledge could be of value.

Should you have any questions, please do not hesitate to contact me.

Respectfully,

Jamie Daws
(810) 404-7002 Cell

City Council Resignation Letter

12/08/2024

Eric Thue 220 E 2ND Street Scottville, MI 49454 ericthue81@gmail.com 12-08-2024

City Of Scottville 105 Main St N. Scottville, MI, 49454.

Mayor, Commissioners & City Manager,

Due to the recent decisions made to completely disregard the democratic process over such a minor issue and appoint an individual that assisted in creating the incredibly terrible circumstances that you are faced with currently, I am stepping down. I will not and cannot be a part of the toxicity that I have personally seen this individual bring to the table along with a couple of others that are still seated. I have been down that road and it is futile.

As you lift your eyes from reading this, take a close look around. For those that have nowhere to look to, I hope that you take a long look in the mirror and reflect on what you have helped to create, and God willing start taking the moral high ground.

This will close out some exceedingly difficult and trying chapters in my life, but I know I can look back and say I always stood up for what was right, and I was always willing to be the voice for the voiceless.

Eric Thue

Renee Jensen
310 South Elm Street
Scottville, MI 49454

December 9, 2024

Mayor Dixie Spore
City of Scottville Commission
105 Main Street N
Scottville MI 49454

Dear Mayor Spore and Members of the Scottville City Commission,

Please accept my resignation as Commissioner-at-Large for the City of Scottville, effective Monday, December 9, 2024. Thank you for the opportunity to serve over these last few months in an attempt to bring the voice of the residents to the Commission and Committee meetings.

I was honored to be voted in by the people, and I have been grateful for their support. My decision to leave has been difficult but I need to do what is best for me.

Thank you for the opportunity.

Sincerely,

A handwritten signature in cursive script that reads "Renee Jensen". The signature is written in black ink and is positioned above the printed name.

Renee Jensen