

**CITY OF SCOTTVILLE**  
**COMMISSION MEETING AGENDA**

1288<sup>th</sup> Regular Meeting, Monday, August 20, 2012, 5:30 PM

1. Call to Order at 5:30 PM
2. Pledge of Allegiance
3. Roll Call of Commissioners
4. Approval of 1287<sup>th</sup> Regular Meeting Minutes
5. Approval of the Bills
6. Hearing of Citizens  
(Comments Limited to 3 Minutes)
7. Communications
  - 1) Rural Fire Authority Minutes
8. Reports
  - a) City Manager
  - b) City Attorney
  - c) Police Department
  - d) City Treasurer
  - e) Main Street Managers Report
9. Additions & Deletions to the Agenda
10. Old Business
  - 1) Resolution to Award Street Work Contracts
11. New Business
12. Hearing of Citizens  
(Comments Limited to 3 Minutes)
13. Commission Reports & Comments
14. Adjournment

# CITY OF SCOTTVILLE

## MEMORANDUM

**To: Mayor Baxter & City Commissioners**

**From: Amy S. Williams, City Manager**

**Date: August 16, 2012**

**RE: Pre-Meeting Notes for the Monday, August 20, 2012 Meeting; 5:30pm**

### **COMMUNICATIONS**

***Rural Fire Authority Minutes:*** Minutes from their meeting on July 26<sup>th</sup> are enclosed for your review.

### **REPORTS CITY MANAGER**

#### ***Updates:***

- ~ Due to a personal issue I am only scheduled to be in the office on Monday, August 13<sup>th</sup> and I prepared this packet prior to that for the most part. When I return to the office on Monday the 20<sup>th</sup> I will review anything that may have come in while I was out so there could likely be items added to the agenda at that time. As you will see below, the Finance Committee is not reviewing the street work bids until Monday before the meeting so there is no advance information on that at this time.
- ~ I will hand out the bills to be paid document to you on Monday as bills will continue to come in all week long. Normally Debbie would handle this in my absence, but she is on vacation for a few weeks with family visiting from out of state.
- ~ As an early reminder our first meeting in September will be on Tuesday the 4<sup>th</sup> due to the Labor Day Holiday.
- ~ The Harvest Festival Committee is in full swing planning for this year's event. We will have a schedule of events for you at our September meeting.

### **CITY ATTORNEY**

Tracy will be at our meeting on Monday to answer any questions. I had emailed him regarding the ice cream vendor question so we should have an update on that.

## **POLICE DEPARTMENT**

Chief Barnett will be at Monday's meeting to answer questions.

## **CITY TREASURER**

The auditors have finished with their field work and will go back and complete their reports and will likely meet with the Finance Committee in September to review the audit and will formally present it to you in October. As I'm still waiting on their final journal entries, it will be the first meeting in September before I have any financial reports for you.

## **MAIN STREET MANAGER**

Heather will be at the meeting to answer questions.

## **OLD BUSINESS**

***Resolution to Award Street Work Contracts:*** As I noted above, the Finance Committee will be meeting on Monday at 4:00 pm to review the bids for the three street projects (Paving, Seal Coating & Street Markings). At the time of this memo we have received 2 Pavement Marking Bids and one Seal Coat bid, but they aren't due until 1:00pm & 2:00 pm on Tuesday the 14<sup>th</sup>. As we talked about at the last meeting, there was 1 bid received for the paving work.

We will hopefully have a recommendation for you at the meeting on Monday night as to which bids we will award.