

AGENDA

Regular Meeting of the Parchment City Commission

Monday - October 19, 2009 - 7:00 P.M.

Robert B. Heasley, Mayor

Robert D. Britigan III, Vice-Mayor
Wendy Fleckenstein, Commissioner
Terry Hageman, Commissioner
Dennis G. Durham, City Manager
Curtis Flowers, Clerk

Ben Tanis, Commissioner
Donald Banner, Commissioner
Brian Sell, Commissioner
John Frakes, Treasurer
Robert Soltis, Attorney

During citizen comment periods, each person wishing to address the Commission will be allowed five minutes. Please state your name and address for the record.

1. Call to Order
2. Roll Call
3. Approval of Minutes: 10-05-2009 regular meeting
4. Additions or Changes to the Agenda
5. Citizens Comments not related to the Agenda
(comments on agenda items will be received at the time of discussion)
6. Presentation - William Schomisch, Metro Transit
7. Consent Agenda - Motion to Receive and/or Approve as Indicated:
 - A. Warrant No. 1138 - approve
 - B. Police Report for September - receive
 - C. Recycling Update - receive
 - D. DDA & KAC Meeting Notices - receive

8. Unfinished Business

A.

B.

C.

D.

9. New Business

A. Holiday Light Planning Committee

B. KAC Board Appointment

C.

D.

10. Mayor and Commissioner Comments

11. City Manager's Comments

12. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION
HELD ON MONDAY OCTOBER 5, 2009 AT 7:00 P.M.

1. **Call to Order**

The meeting was called to order by Mayor Heasley at 7:00 p.m. He led those present in the "Pledge of Allegiance".

2. **Roll Call**

Present: Commissioners Banner, Britigan, Fleckenstein, Hageman, Heasley, Sell, and Tanis. Dennis Durham, City Manager; Curt Flowers, City Clerk; Dave Person, Kalamazoo Gazette.

3. **Minutes**

Moved by Banner and supported by Tanis to approve as presented the minutes of the September 21, 2009 regular meeting. Carried

4. **Citizen Comments**

Terry Hageman, 506 Houston, stated she was confused by the new signs along Parkdale Blvd stating "no dumping of leaves or brush on park property". She stated in past years leaves have been put there by her and her neighbors instead of along the street for safety reasons and to have them in one place for City crews to pick up. Manager Durham stated he would discuss the situation with Joe Bonhomme Director of the Public Works Department.

5. **Additions or Changes to the Agenda**

None

6. **Consent Agenda**

Moved by Banner and supported by Tanis to receive and/or approve as indicated the following consent agenda items:

- A. Warrant No. 1137 - approve
- B. MTA Invitation - receive

Motion Carried

7. **Unfinished Business**

None

8. **New Business**

None

9. **Mayor and Commissioner Comments**

Vice-Mayor Britigan reminded everyone of the upcoming 50th anniversary Parchment High School Homecoming Parade this Friday, October 9, 2009.

10. **City Manager Comments**

Manager Durham noted there was a chance that State shared revenues to municipalities might be cut in this round of budget talks. He stated the Michigan Municipal League was closely watching this issue and would report to the Cities as news develops.

He also asked the Commission about interest in hearing a presentation from William Schomisch on funding issues for the Metro Transit System and the upcoming City of Kalamazoo millage vote. The consensus of the Commission was to invite Mr. Schomisch to the next meeting.

11. **Adjournment**

There being no more business to come before the Commission, it was moved by Tanis and supported by all to adjourn the regular meeting at 7:20 p.m.

Curtis E. Flowers, CMC
City Clerk



September 14, 2009

Transportation Department

530 N. Rose Street
Kalamazoo, MI 49007
Ph. 269.337.8201
Fx. 269.337.8211
www.kalamazoo-city.org
www.kmetro.com

Mr. Curt Flowers
City Clerk
City of Parchment
650 S. Riverview Drive
Parchment, MI 49004

FARE INCREASE PROPOSAL

Dear Mr. Flowers:

In order to continue Kalamazoo Metro Transit bus services at current levels, an increase in bus passenger fares is being proposed to the Kalamazoo Transit Authority Board of Directors and the Kalamazoo City Commission.

Enclosed is notice of the proposed fare structure that reflects the basic adult cash fare increasing from \$1.35 to \$1.50 (effective January 4, 2010). Tokens, bus passes, Metro County Connect (Metro Van and Care-A-Van) fares are also proposed to increase in line with the adult cash fare.

Please assist us in getting the word out to the community by including this information in your next regularly scheduled public meeting.

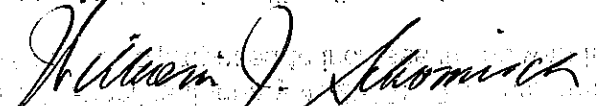
Written comments regarding this fare increase proposal, or requests for a public hearing, are welcomed over the next 30-day comment period and should be submitted to the following address by the close of business on October 19, 2009, as follows:

Kalamazoo Metro Transit
Fare Increase Proposal
530 North Rose Street
Kalamazoo MI 49007
vanderkleyk@kalamazoo-city.org

The Transit Authority Board will formally consider this matter at its regular meeting at 8:15 a.m. on Friday, October 23, at Metro Transit (located at 530 North Rose Street), and will present its formal recommendation to the Kalamazoo City Commission in early November.

Thank you for your assistance, and please call me at 337-8407 with any questions.

Sincerely,


William J. Schomisch
Transportation Director

WJS:bas

Enclosure

RESOLUTION # _____

RESOLUTION SUPPORTING FARE INCREASES
ACROSS THE
METRO TRANSIT SYSTEM

WHEREAS, on May 5, 2009, the voters of Kalamazoo County passed a countywide millage proposal for 0.4 mill to support demand/response transportation services throughout the county and fixed route service outside the City of Kalamazoo; and

WHEREAS, on November 3, 2009, voters within the City of Kalamazoo will be asked to support a 0.6 mill proposal to fund fixed route transportation services in the City of Kalamazoo; and

WHEREAS, the City of Kalamazoo has received input from community members and transportation stakeholders that riders of the public transportation system should join City and County property owners in covering the local share of System costs through increased fares.

NOW, THEREFORE, BE IT RESOLVED, the _____ supports the fare increases necessary to assure that the taxpayers of the City and County, as well as the state and federal government, and the users of the System are jointly contributing the funding necessary to sustain public transportation in Kalamazoo County.

The aforementioned Resolution was offered by Sell and supported by

Ayes: 6

Nays: 2

Abstained: 0

Absent: 0

Resolution Declared Adopted.

Certificate

I, _____, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the _____ at a regular meeting held _____ and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Clerk

Proposed Fare Structure

Metro Transit

Cash Fare	\$	1.50
Infant		Free
Child Cash Fare under 48" tall when accompanied by an adult	\$	0.75
Senior, Disabled and Medicare Cash (all day with ID)**	\$	0.75
Unlimited Access (7 Days) Non-Transferrable	\$	20.00
Tokens		13 for \$20
		\$1.25 when purchased with a Bridge Card
Transfers		Free with paid fare

Metro County Connect

	Demand	Subscription*
Cash Fare	\$ 12.00	\$ 14.00
Infant	Free	Free
Child Cash Fare under 48" tall when accompanied by an adult	\$ 6.00	\$ 8.00
Specialized Medical Trip	\$ 15.00	\$ 20.00
Senior, Disabled and Medicare**	\$ 4.00	\$ 6.00
Agency Subscription	\$ -	\$ 6.00
- ADA Certified**	\$ 3.00	\$ 3.00

* Agency demand/response subscription - add 15% for administrative cost of billing

** Certification Required

VENDOR APPROVAL SUMMARY REPORT
Warrant 1138, Checks Issued 10/13/09

City of Parchment

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Vendor Name	Description	Check Amount	Hand Check
A & L JANITORIAL INC.	Janitorial Service - September	320.00	0.00
AFLAC	Monthly Payment	119.38	0.00
ASSOCIATED GOVERNMENT SERVICES	Retainer & Permits - September	303.00	0.00
CARRIAGE CLEANERS	Police Dry Cleaning-September	52.75	0.00
CINTAS CORPORATION #723	Uniform Rental	154.10	0.00
CINTAS FIRST AID & SAFETY #305	First Aid Supplies	27.85	0.00
COMPANION LIFE	Life & AD&D Ins.	114.00	0.00
CONSUMERS ENERGY	City Hall & Fire Barn	392.84	0.00
	Public Works	346.61	0.00
	Municipal Pumping - Water	4,720.06	0.00
	Municipal Pumping - Sewer	119.00	0.00
	Decorative Street Lights	134.01	0.00
	Street & Traffic Lights	3,684.00	0.00
DALE W. HUBBARD, INC.	Clean Sewer Line @ City Hall	243.00	0.00
DEYOUNG LANDSCAPE SERVICE	Formal Garden Treatment #5	152.00	0.00
DOUGLASS SAFETY SYSTEMS, LLC	Fire Flash Med. Zipper	33.74	0.00
EGG MEDIA	Festival Sound Technician Fees	0.00	4,020.00
ENGINEERED PROTECTION SYSTEMS	Alarm System Monitoring - Water	206.85	0.00
FIFTH THIRD BANK	Purchase card usage	0.00	0.00
Alltel	Phone Card - Police on Board Computer	61.27	0.00
Alltel	Water Internet Service	61.27	0.00
AT&T	Water Alarm Line	141.00	0.00
AWWA	Membership Dues	165.00	0.00
BP Food Mart	Travel/Fuel MEDA Training - Manager	21.59	0.00
Charter	Cable for Fire & Public Wks & Internet	60.54	0.00
Consumer's Concrete	Gravel for storm sewer repair	27.00	0.00
Cooper Hardware	Cement City Hall Letters	4.76	0.00
Dell	Ram Memory - Clerks Computer	86.87	0.00
Etna	Copper/Supplies for new water service	442.83	0.00
Etna	Plastic Meter Pits & Covers	476.87	0.00
Etna	Meter Covers	171.00	0.00
Etna	6 Sensus Meters, couplings, misc. supplies	732.08	0.00
Extreme Power	6 Blades & 1 belt	186.65	0.00
FedEx	Mail Brownfield Application	19.12	0.00
Gall's	Lock Jack System	116.97	0.00
Great Lakes Plumbing	City Hall Restroom Repairs	554.47	0.00
ICMA	Refund-Conference Cancellation	-585.00	0.00
Kendall Electric	Ballast & Bulbs for Barn	124.43	0.00
Kiwi & Company	Travel/Fuel MEDA Training - Manager	25.02	0.00
Lowe's	Return of Landscape Blocks	-90.60	0.00
Lowe's	Weed Control Fabric - City Sign	41.92	0.00
Metro Toyota	Prius - Oil Change, Filters, Wiper Blades	125.08	0.00
Michigan Fitness Fount	Trailway Conf. Registration	100.00	0.00
Michigan Municipal League	Convention Registration - Mayor	473.00	0.00
Mulder's	Topsoil & Mulch	41.75	0.00
Mulder's	Crushed Stone & Sand for City Hall Sign	69.70	0.00

VENDOR APPROVAL SUMMARY REPORT
Warrant 1138, Checks Issued 10/13/09

City of Parchment

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Vendor Name	Description	Check Amount	Hand Check
Mulder's	River Rock - City Hall Sign	104.70	0.00
Nextel	Cell Phones - Manager	97.10	0.00
Okun Brothers	Work Boots - (58.21 Reimbursed)	113.21	0.00
One Way Products	P.Towels, T. Paper, G. Bags, Wasp Spray	187.30	0.00
Queensboro Shirts	City Logo Shirts - Reimbursed	176.46	0.00
Quill	Light Bulbs	48.54	0.00
Radio Shack	Cassette Tapes	10.58	0.00
Rathco Safety Supply	Street Signs - City Limits	21.00	0.00
Rathco Safety Supply	Signs & Posts	291.20	0.00
Ridge Napa	Oil Filters - Ford Trucks	13.04	0.00
Speedway	Travel/Fuel MEDA Training - Manager	10.04	0.00
TDS	Telephone Charges	789.80	0.00
Underground Pipe & Valve	Curb Box	29.00	0.00
US Passport Services	Conference Cost - Refund on next bill	279.00	0.00
Vendnet	Parts for Pop Machine (Reimbursed)	66.09	0.00
Water Street Coffee	Brownfield Authority Meeting	6.41	0.00
	Cell Phones - Fire	53.79	0.00
	Cell Phones - Police	59.38	0.00
	Cell Phones - Public Works	148.80	0.00
	Cell Phones - Administration	29.69	0.00
FORD, KRIEKARD, SOLTIS & WISE	General Matters	860.80	0.00
	Police Matters	200.00	0.00
DAVID HANDLEY'S TREE SERVICE	Remove split limb from tree in park	325.00	0.00
KALAMAZOO COUNTY TREASURER	Refund Admin Fee/Reinstated Homstd.	9.74	0.00
KALAMAZOO OIL CO.	Fuel Charges 9/16 to 9/30 - Police	132.99	0.00
	Fuel Charges 9/16 to 9/30 - Fire	106.78	0.00
	Fuel Charges 9/16 to 9/30 - Public Wks	266.25	0.00
THE CITY OF KALAMAZOO	Water Analysis-14 Samples-Jan-June	364.00	0.00
LINDE GAS NORTH AMERICA LLC	1/4ly Cylinder Rental	32.51	0.00
METRO TOYOTA	Head Light-Prius	18.95	0.00
MICHIGAN ELECTION RESOURCES	Election Supplies	58.40	0.00
MOSES FIRE EQUIPMENT	Annual Pump.Test (2)	790.00	0.00
PARCHMENT FAMILY PRACTICE, PC	New Fire Employee Physical	160.00	0.00
CITY OF PARCHMENT	Municipal Water Usage	2,276.71	0.00
PAVEMENT RESTORATION OF MI INC	Repair Manholes & Water Boxes	500.00	0.00
PHIL GERNAAT & SONS	Purchase of Used Furnace	50.00	0.00
PURITY CYLINDER GASES, INC.	1/4ly Cylinder Rental	71.96	0.00
REPUBLIC WASTE SERVICES	City Wide Pickup-October4	5,949.93	0.00
	Public Works Dumpster	185.81	0.00
RIVERRUN PRESS	Police Department Forms	426.11	0.00
ROTO-ROOTER	Lower RR-Televise & Clean drain	1,548.15	0.00
SBAM PLAN	Employee Ins-November	13,564.70	0.00
SEVERANCE ELECTRIC CO INC	Monthly Maintenance Contract	120.00	0.00
SIEGFRIED CRANDALL P.C.	Computer Work-Fire,Water,Manager	494.16	0.00
SPECTRUM HEALTH OCCUPATIONAL	Additional testing for new police hire	67.00	0.00
	Grand Total:	45,892.86	4,020.00



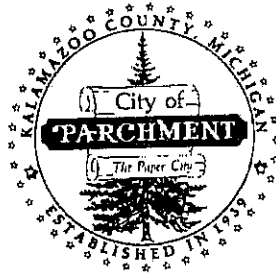
CITY OF PARCHMENT POLICE DEPARTMENT
Monthly Report: September 2009

	TOTAL 2008	SEPT. 2009	YTD 2009
Serious Crimes	14	0	12
Assaultive Crimes	60	4	36
Property Crimes	83	10	67
Juvenile Crimes	74	2	34
Traffic Violations	668	35	391
Traffic Crashes	35	1	21
Arrests	170	8	68
Violation of Controlled Substances Act	7	1	5
Alcohol Related Offenses	28	2	17
Assist to other Depts.	83	1	21
Assist by other Depts.	35	4	26
Ordinance Violations	50	25	129
Miscellaneous Crimes	19	9	59

Targeted Traffic Enforcement	TOTAL 2008	SEPT. 2009	YTD 2009
Radar Hours	87.25 hr	57 hrs 47 mins	824 hrs 33mins
OWI Hours	6 hours	0 hrs 0 mins	12 hrs 38 mins
Code Enforcement Hours		2 hrs 2 mins	29 hrs 35 mins

Offense Category Key:

Serious Crimes: Murder, Rape, Arson, Carry Concealed Weapon
 Assaultive Crimes: Felonious Assault, A&B, Threats, Harassment, Animal Cruelty
 Property Crimes: Larceny, Embezzlement, Property: stolen, damaged
 Juveniles Crimes: Runaway, Possession, Curfew Violation



MEMORANDUM

To: Mayor Heasley, Vice-Mayor Britigan and City Commissioners

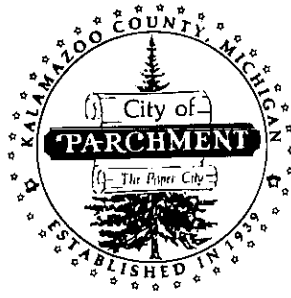
From: Dennis Durham, City Manager

Date: October 19, 2009

Subject: City Recycling

Residential recycling has expanded to include more plastic items. Previously only plastics #1 and #2 were approved for recycling. Now plastics #1 - #5 and #7 have been approved. Commingled container recycling consists of plastic, glass and metal containers that are generally generated in the kitchen, bathroom or laundry room (not garage). All containers should be emptied and rinsed clean. Styrofoam is still an unapproved item for recycling along with motor oil, insecticide, herbicide and hazardous chemical containers.

Updated brochures are available at City Hall and the City's website has been updated.



650 S. Riverview Drive • Parchment, Michigan 49004
(269) 349-3785

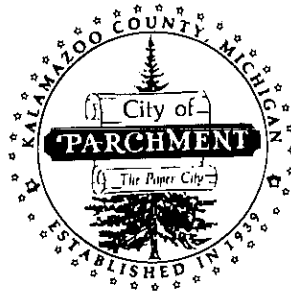
Meeting Notice

Pursuit to section 15.562 of the Open Meetings Act it is hereby noticed that there will be a meeting of the Kindleberger Arts Commission:

Monday, November 9, 2009 at 7:00 p.m.

at Parchment City Hall, 650 S. Riverview Drive,
Parchment, Michigan 49004.

Curtis E. Flowers CMC
City Clerk



650 S. Riverview Drive • Parchment, Michigan 49004
(269) 349-3785

Meeting Notice

Pursuit to the Open Meetings Act, it is hereby noticed that there will be a meeting of the Parchment Downtown Development Authority:

Monday - November 2, 2009 - 6:00 p.m.

at Parchment City Hall, 650 S. Riverview Drive,
Parchment Michigan 49004.

Curtis E. Flowers, CMC
City Clerk

any other City park as requested by the City Commission.

Sec. 3-03. Appointment and Terms of Commission Members.



The Kindleberger Summer Festival of the Performing Arts Commission shall consist of seven members interested in artistic, cultural and recreational activities in Kindleberger Park. The Commission shall consist of the Mayor, one City Commissioner, the City Manager and four members at large appointed by the City Commission. The Mayor shall be a member during the Mayor's term of office. The City Commissioner member shall be appointed annually for a one year term commencing on January 1st. The at large members shall be appointed for three year terms commencing on January 1st of each year. At large members shall serve at the pleasure of the City Commission and may be removed with or without cause by majority vote of the City Commission.

Sec. 3-04. Quorum; Offices.

A majority of the officers of the Kindleberger Summer Festival of the Performing Arts Commission shall constitute a quorum for the transaction of any business. The Commission shall, at its first meeting in January, elect a Chairperson, Vice Chairperson, Secretary and such other Officers as it deems necessary. The Mayor shall not be the Chairperson.

Sec. 3-05. Meetings and Rules of Procedure.

The Kindleberger Summer Festival of the Performing Arts Commission shall meet regularly and in no event less than four times per year. At the first meeting in January, the Commission shall set a regular meeting schedule for the coming year. Special meetings may be called by the Chairperson or three members of the Commission. The Commission shall be subject to the Open Meetings Act. The Commission shall prescribe rules and procedures for its meetings.

Sec. 3-06. Annual Report.

In November of each year, the Kindleberger Summer Festival of the Performing Arts Commission shall file with the City Commission a report consisting of a concise statement of its activities for the past year and a list of suggested activities for the upcoming year.

Sec. 3-07. Meeting Minutes.

The Secretary of the Kindleberger Summer Festival of the Performing Arts Commission shall keep a written record of meeting minutes and transactions of the Commission, a copy of which shall be forwarded to the City Clerk for the

C.Moved by Sell and supported by Tanis to make the following appointments to the Kindleberger Arts Commission as defined in Ordinance No. 190 of the City's compiled ordinances:

- * 1. Commissioner Donald Banner as the Commissioner representative. Said appointment to expire December 31, 2008
2. Rebecca Bell, 205 Maple; Robin Madaras, 815 Parchmount; Daniel DeGraw, 830 Parchmount; Cindy Carter, Keystone Bank; as the four at-large Commissioners. Said terms to expire December 31, 2010.
3. Maria Jordan, 904 Parchmount, student liaison to the Festival Commission

Motion Carried

9. **Mayor and Commissioner Comments**

Commissioner Banner stated he had a great time at the City Holiday Party and Awards Potluck.

Commissioner Sell asked about the review of the employee insurance benefits.

Mayor Heasley stated he would be on vacation the first meeting in January.

10. **City Manager Comments**

Manager Durham commented on the resolution of a criminal case involving damage to equipment stored at the abandoned paper mill. He also stated the City offices would close at noon on December 31, 2007.

11. **Adjournment**

There being no more business to come before the Commission, it was moved by Tanis and supported by all to adjourn the meeting at 7:30 p.m.

Curtis E. Flowers, CMC
City Clerk