

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY  
COMMISSION HELD ON MONDAY NOVEMBER 7, 2016.**

**1. Call to order**

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

**2. Swearing in of New Commissioner.**

Treasurer/Clerk Stutz administered the oath of office to Holly Evans.

**3. Roll Call.**

Present: Mayor Heasley, Vice Mayor Britigan, Commissioners Evans, Fooy, and Heasley. City Manager Durham, Treasurer/Clerk Stutz, and City Attorney Soltis.

Absent Commissioner Hageman.

Moved by Vice Mayor Britigan, supported by Commissioner Heasley to excuse Commissioner Hageman.

**Motion Carried.**

**4. Minutes**

Moved by Commissioner Heasley, supported by Vice Mayor Britigan to approve the amended Minutes of the October 17, 2016 regular meeting.

**Motion Carried with one abstention.**

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

None.

**6. Citizen Comments**

Mike Conner, 1150 Parchmount, brought up the jeeps at a property down the street from his house. He stated he brought them to the attention of the City months ago and says they are still there. According to Mr Conner, the three license plates are expired and don't correspond to the vehicles they are on. He wanted to know why nothing has been done. City Manager Durham agreed to follow up and find out where KTPD was on the situation.

Judy Resler, 218 Maple, asked what the process was for ordinance enforcement. City Manager Durham explained violators get a letter from the City, then a citation from the Police Department (if they don't remedy the violation), then a compliance order from the court. After the City turns it over to KTPD, it is out of our hands.

Aaron Parsons, 1109 Parchmount, asked where to find the ordinances. Mayor Heasley directed him to the City's website.

Deb Lawson, 507 Keyes, said that block captains will be chosen at the next neighborhood watch meeting. She indicated that there were currently 5-6 people willing to serve in that capacity. She also asked who to call if she knows of someone burning leaves in the city. She was told to call City Hall or KTPD dispatch, not the emergency line.

Karen Conner-Beck, 1124 Parchmount, expressed her displeasure regarding the crosswalks at Oak Grove, Parchmount and Glendale, saying this has been an issue since May. "There is no rhyme or reason", some are dim, some are out completely.

Rick Bogren, 318 Parchmount, asked if there was a specific reason for the traffic counters. City Manager Durham explained they were accumulating information for the Road Diet, to get fresh data to compare to

2009. Discussion ensued regarding using police to target certain times and places, street light timing, etc. City Manager Durham “begged” citizens to hold off on their judgment of the project until all information was gathered and a proposal was actually brought forward to the Commission.

**7. Consent Agenda**

A. Moved by Commissioner Heasley and supported by Vice Mayor Britigan, to receive the consent agenda items.

**Motion Carried.**

**8. Unfinished Business**

A. City of Parchment Rental Housing Code. Commissioner Heasley brought two typos to Attorney Soltis’s attention. Vice Mayor Britigan noted he thinks using an existing board for the appeals process, preferring the Planning Commission. After some discussion, Attorney Soltis discussed several other changes that could be made. Moved by Commissioner Heasley, supported by Vice Mayor Britigan to table the Rental Housing Code acceptance for Second Reading until next meeting, upon which time Attorney Soltis can amend the code as discussed.

**Motion Carried.**

**9. New Business**

A. Restrictive Covenant for City Right of Way - Approve. Attorney Soltis fielded questions from the Commissioners, noting that he had no objections to the covenant. More discussion ensued. Moved by Commissioner Heasley, supported by Vice Mayor Britigan to approve the proposed Restrictive Covenant for Public Right of Way as requested by the Parchment School District and authorize the City Manager to execute all documents related to this activity. Roll call vote was as follows:

Ayes: Britigan, Evans, Fooy, J Heasley, R Heasley.

Nays: None.

Absent: Hageman.

Abstain: None.

**Motion Carried 5-0**

B. Acceptance of Private Water Main – Approve. Commissioner Heasley asked what costs would the City bear, and the City Manager answered that future costs would be ours. Vice Mayor Britigan suggested having the company replace the old main as a condition of the agreement. City Manager Durham mentioned that might be difficult to negotiate considering our engineers deemed the Water Main to be of standard condition. Attorney Soltis noted that he contacted Prein and Newhof about the agreement. Attorney Soltis mentioned getting an easement to be able to get onto the property to service the hydrant and lines. Moved by Vice Mayor Britigan, supported by Commissioner Heasley to accept the private water main into the City’s public water system as requested by Cooper Charter Township with the condition that a proper easement be put in place for access and the extension be completed to city standards, and authorize the City Manager to execute all documents related to this activity. Roll call vote was as follows:

Ayes: Britigan, Evans, Fooy, J Heasley, R Heasley.

Nays: None.

Absent: Hageman.

Abstain: None.

**Motion Carried 5-0**

**10. Standing Board and Committee Reports**

None.

**11. Citizen Comments**

Aaron Parsons, 1109 Parchmount, suggested that citizens have a pot luck to get to know the fire and police departments. City Manager Durham agreed, suggesting the neighborhood watch might be able to coordinate citizen involvement.

Nicole Parsons, 1109 Parchmount, expressed her gratitude at having extra patrols out on Halloween night. She handed out 800 pieces of candy!

Judy Resler, 218 Maple, asked for consideration of a four way stop at Orient and Parchmount, considering it a safety issue.

**12. Mayor and Commissioner Comments**

Commissioner Fooy asked the City Manager in reference to the rental ordinance, how City Hall would be affected. City Manager Durham replied, "not at all" as we already field calls frequently.

Vice Mayor Britigan complimented the City Manager on his Michigan hat and tie and congratulated Holly Evans on joining the Commission. He also reminded everyone to vote tomorrow.

Mayor Heasley welcomed Commissioner Evans and asked the City Manager when the next newsletter would be out (answer - before wassailing).

**13. City Manager Comments/Reports**

A. City Manager Durham introduced DPW new employee Camron Boekhoven to the Commission, noting he began working for the City on October 24, 2016.

**14. Adjournment**

There being no further business to come before the Commission, it was moved by Commissioner Evans and supported by all to adjourn the meeting at 8:15 p.m.

Shannon S. Stutz  
City Clerk