



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

MONDAY FEBRUARY 1, 2016

7 P.M.

PARCHMENT CITY COMMISSION

MAYOR ROBERT B. HEASLEY

VICE MAYOR ROBERT D. BRITIGAN III

COMMISSIONER THOMAS BALMER

COMMISSIONER DOUGLAS FOOY

COMMISSIONER TERRY HAGEMAN

COMMISSIONER JON HEASLEY

COMMISSIONER DAVID KINSEY

OFFICERS

CITY MANAGER DENNIS DURHAM

CITY ATTORNEY ROBERT SOLTIS

CITY TREASURER/CLERK SHANNON STUTZ

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A. City Commission Regular Meeting Minutes of January 18, 2016.

4. ADDITIONS OR CHANGES TO THE AGENDA

5. CITIZEN COMMENTS

Persons wishing to address the City Commission on items not already an agenda item, will be allowed five minutes. Please state your name and address for the record. If you require special accommodation, please notify the Clerk.

6. CONSENT AGENDA

Items included on the consent agenda will be dealt with upon one vote by the City Commissioner unless a Commissioner requests an item be dealt with individually.

A. Motion to APPROVE as indicated:

i. Warrant No. 1301 – Information Only

7. UNFINISHED BUSINESS

8. NEW BUSINESS

A. Water Quality and Lead Service Lines – Information Only

9. BOARD AND COMMISSION REPORTS/MINUTES

A. KAC Meeting Minutes of January 18, 2016 – Information Only

10. MAYOR AND COMMISSIONER COMMENTS

11. CITY MANAGER COMMENTS/REPORTS

12. ADJOURNMENT

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY
COMMISSION HELD ON MONDAY JANUARY 18, 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. Roll Call.

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

Absent None.

3. Minutes

Moved by Commissioner Kinsey, supported by Vice-Mayor Britigan to approve the Minutes of the January 4, 2016 regular meeting.

Motion Carried.

4. Additions or Changes to the Agenda

None.

5. Citizen Comments

None.

6. Consent Agenda

A. Moved by Commissioner Hageman, supported by Commissioner Heasley to receive the consent agenda items.

Motion Carried.

7. Unfinished Business

None.

8. New Business

A. Road Salt Purchase – moved by Commissioner Heasley, supported by Commissioner Fooy to authorize the expenditure of \$12,900 for the second delivery of road salt from Compass Minerals America. Roll call vote was as follows:

Ayes: Balmer, Britigan, Fooy, Hageman, J Heasley, R Heasley, Kinsey.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0

B. Amendment to KVIAA to include Alamo Township – questions arose regarding any additional cost (none), and anticipating additional responders. Attorney Soltis noted that there are response requirements in the agreement that must be met, therefore staffing would have been considered. Moved by Commissioner Hageman, supported by Vice-Mayor Britigan to support amending the Kalamazoo

Valley Intergovernmental Ambulance Agreement to allow Alamo Township as a full member, and authorize the City Manager to execute all documents related to this matter. **Motion Carried.**

9. Standing Board and Committee Reports

A. KAC meeting minutes of January 6, 2016 – information only. Note: KAC is currently searching for a Festival Coordinator.

10. Mayor and Commissioner Comments

Commissioner Kinsey mentioned his approval regarding having the logjam removed from the river. Commissioner Balmer asked that discussion of the speeding on Riverview near the middle school be added to the work session agenda on February 20. Commissioner Hageman seconded Commissioner Balmer's concerns and looks forward to the work session in February.

11. City Manager Comments/Reports

None.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Fooy and supported by all to adjourn the meeting at 7:25 p.m.

Shannon S. Stutz
City Clerk



Warrant # 1301
February 1, 2016

City of Parchment

Attachment 1 - Check Register Report 1301

City of Parchment
Check Register Report
Warrant 1301

Check Numb	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
32833	01/15/2016	ASSOCIATED GOVERNMENT SERVICES	Retainer. Permits. Enforce-Dec	1,850.00
32834	01/15/2016	BLUE CROSS BLUE SHIELD OF MI	Retiree Ins-Feb & Smittv-Janua	10,307.69
32835	01/15/2016	CINTAS CORP	Restock 1st Aid Cabinet	45.60
32836	01/15/2016	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	215.22
32837	01/15/2016	CLEAN EARTH ENVIRONMENTAL	Clean SS Lines-N Riverview&Ke	3,208.63
32839	01/15/2016	CONSUMERS ENERGY	Traffic Lights	9,761.47
32840	01/15/2016	CORNERSTONE OFFICE SYSTEMS	Monthlv Contract-1/4-2/3/16	87.50
32841	01/15/2016	ENGINEERED PROTECTION SYSTEMS	Water Tower 2/1 to 4/30/16	255.81
32842	01/15/2016	ESPER ELECTRIC, LTD.	Replace Controller @ Havmac Lift	1,592.00
32843	01/15/2016	FIRETOOLS SOFTWARE	Annual Update & Support-2016	400.00
32844	01/15/2016	FORD. KRIEKARD. SOLTIS & WISE	Vacation of Glendale Plat-Dec.	1,865.00
32845	01/15/2016	GABRIDGE & COMPANY, PLC	Final Audit Bill for 6/30/15	3,575.00
32846	01/15/2016	KAL CO HEALTH & COMMUNITY SERV	HHW Annual Oper Cost-2016	609.00
32847	01/15/2016	KALAMAZOO CNTY FIRE CHIEFS ASC	2016 Winter Seminar	360.00
32848	01/15/2016	KALAMAZOO OIL CO.	Fuel Charges 12/16 to 12/31/15	230.14
32849	01/15/2016	KALAMAZOO TOWNSHIP	Police Services Contract-Januarv	24,412.67
32850	01/15/2016	KELLY WHITE DESIGN, INC.	Set up new email accounts	18.75
32851	01/15/2016	LERETA	Refund tax Pavment-Parsons	193.95
32852	01/15/2016	LINDE GAS NORTH AMERICA LLC	Monthly Comp Air & Compliance	23.41
32853	01/15/2016	PEERLESS-MIDWEST, INC.	Yearly test of Low & High Ser	1,770.00
32854	01/15/2016	PREIN & NEWHOF	MS4 Stormwater Permit-Dec-Annu	2,354.90
32855	01/15/2016	PURITY CYLINDER GASES, INC.	Quarterlv Cvylinder Rental	45.86
32856	01/15/2016	REPUBLIC SERVICES #249	City Wide Pickup-Januarv	7,809.85
32857	01/15/2016	RIVERRUN PRESS	100 City Employee Inv & Env	777.75
32858	01/15/2016	SIGN IMPRESSIONS	300 Piece Kit- Markee Letters	295.00
32859	01/15/2016	UNIQUE IMAGES PHOTOGRAPHY	Exec.Portrait-David Kinsev	75.00

MEMORANDUM

To: Mayor Heasley, Vice-Mayor Britigan and City Commissioners
From: Dennis Durham, City Manager
Date: January 29, 2016
Subject: Water Quality and Lead Service Lines

Due to the water quality issues in Flint, increased concern over water quality and the potential harm posed by lead service lines is leading many communities to examine their own water treatment practices and the potential risk of existing lead infrastructure.

The City of Parchment water system serves 1,164 customers, including an estimated 520 customers in Cooper Township. The number of customers with lead services versus copper is nearly impossible to quantify. Water services (whether lead or copper) are repaired or replaced to address leaks as they occur over time, and it is normal practice to replace only the section of the failure versus the entire service line (much more costly). As it stands today, many service lines are a combination of lead and copper, and even full copper service lines contain lead solder joints. The City began keeping logs of service line replacement and repairs in 2006. Records of services before that time are incomplete or possibly not up-to-date.

The potential risk to public health due to lead and copper is the result of corrosive agents that exist in the water pumped from City wells, treated, stored and delivered to customers. The Michigan Department of Environmental Quality (MDEQ) implemented a new testing protocol in 1993. The results of that first test in Parchment in 1993 showed higher than acceptable levels of both lead and copper in the water. As a result, MDEQ required that the City implement a new treatment plan to address the lead and copper levels. Testing was done every six months for 10 different sample sites subsequent to the implementation of the new treatment plan, and the City's water has met the MDEQ standards since that time. In 1999, MDEQ changed the mandated testing period to once every three years, and more recently, in 2014, MDEQ implemented new lead limits for brass fixtures (including meters).

The City currently follows a daily testing schedule to monitor for various chemicals. The City also produces an annual water quality report and makes it available to the public online at <http://www.parchment.org/waterquality/report.pdf>. The City tests individual customer water samples at no charge when requested.

2014 Water Quality Report City of Parchment, Michigan

This report covers the drinking water quality for the City of Parchment for the calendar year 2014. This information is a snapshot of the quality of the water that we provided to you in 2014. Included are details about where your water comes from, what it contains, and how it compares to Environmental Protection Agency (EPA) and state standards.

Contaminants and their presence in water: Drinking Water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's **Safe Drinking Water Hotline (800-426-4791)**.

Vulnerability of sub-populations: Some people may be more vulnerable to contaminants in drinking water than the general population. Immune-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

Sources of drinking water: The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. **Our water comes from three (3) wells located in Cooper Township.** As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Final Source Water Assessment: By Letter of October 16, 2002 we were informed the Department of Environmental Quality (DEQ) initiated a source water assessment of our community's sources of drinking water. The 1996 amendments to the Federal Safe Drinking Water Act requires each state to develop and implement a source water assessment program (SWAP) to assess the susceptibility to contamination of all public water supply sources. The Michigan SWAP was developed through an advisory committee, approved by the U.S. Environmental Protection Agency in October 1999 and is currently being implemented. This program requires the DEQ to analyze source contaminant sources, determine susceptibility, and assure the public is notified of this determination. Since our community has already addressed many of the SWAP requirements, the DEQ utilized this information to complete a source water assessment of our water supply.

Hydrogeological information from the City of Parchment Wellhead Protection Area (WHPA) delineations or source water areas was reviewed to establish geological sensitivity for the City's public water supply wells. The City of Parchment has three production wells; PW-1, PW-2, PW-3. The well records from each well show the presence of clay or gravel and confining layers. However, the drawdown curves from the hydrogeological report show the effects of some delayed yield, which indicates unconfined conditions. It is possible that the extent of the clay layer is limited and the barrier effect of the river seems to indicate that the confining layer does not extend to the river. The geologic sensitivity for an unconfined aquifer is characterized as "high".

Based on the above sensitivity analysis and listed potential sources within the WHPA, Wells PW-1, PW-2, PW-3 have been determined by the DEQ to be highly susceptible to potential contaminants.

Contaminants that may be present in source water include:

1. **Microbial contaminants**, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
2. **Inorganic contaminants**, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
3. **Pesticides and herbicides**, which may come from a variety of sources such as agriculture and residential uses.
4. **Radioactive contaminants**, which are naturally occurring or be the result of oil and gas production and mining activities.
5. **Organic chemical contaminants**, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water which provide the same protection for public health.

Water Quality Data

The table below lists all the drinking water contaminants that we detected during the 2014 calendar year. The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. Unless otherwise noted, the data presented in this table is from testing done January 1 – December 31, 2014. The State allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. All of the data is representative of the water quality, but some are more than one year old.

Terms and abbreviations used below:

Maximum Contaminant Level Goal (MCLG): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

Maximum Contaminant Level (MCL): The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Residual Disinfectant Level Goal (MRDLG): The level of drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Maximum Residual Disinfectant Level (MRDL): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

N/A: Not applicable, **ND:** not detectable at testing limit, **ppb:** parts per billion or micrograms per liter, **ppm:** parts per million or milligrams per liter, **Action Level:** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Regulated Contaminant	MCL	MCLG	Level Detected	Sample Date	Violation Y/N	Typical Source of Contaminant
Flouride (ppm)	4	4	0.95	09/04/2014	No	Erosion of natural deposits. Discharge from Fertilizer and aluminum factories.
Arsenic (ppm)	.010	0	ND	07/24/2012	No	

Regulated Contaminant	MRDL	MRDLG	Highest Annual Average	Result Range	Violation Y/N	Typical Source of Contaminant
Chlorine (ppm)	4	4	1.13	0.21-1.34	No	Water additive used to control microbes.

Special Monitoring And Unregulated Contaminant**	Level Detected	Sample Date	Typical Source of Contaminant
Sodium (mg/L)	20mg/L	09/04/2014	Erosion of natural deposits

Distribution Monitoring	MCL	MCLG	Level Detected	Sample Date	Violation Y/N	Typical Source of Contaminant
Total Trihalomethanes	80 ppb	NA	20 ppb	06/27/2014	No	By-Product of drinking water chlorination
Haloacetic Acids	60 ppb	NA	9 ppb	06/26/2014	No	By-Product of drinking water disinfection

Distribution Monitoring	Highest Running Annual Average	Range of Detection Low	High	Typical Source of Contaminant
Chlorine Residuals	0.76 mg/l	0.11mg/l	1.12mg/l	By-Product of drinking water chlorination

Contaminant Subject to AL	Action Level	90% of Samples ≤ This level	Sample Date	Number of Samples Above AL	Typical Source of Contaminant
Lead (ppb)	15	5	09/03/2014 09/04/2014	0	Corrosion of household plumbing systems; Erosion of natural deposits
Copper (ppb)	1300	1100	09/03/2014 09/04/2014	1	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives

** Unregulated contaminants are those for which EPA has not established drinking water standards. Monitoring helps EPA to determine where certain contaminants occur and whether it needs to regulate those contaminants.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Parchment is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take minimize exposure is available from the Safe Drinking Water Hotline at 800-426-4791 or online <http://www.epa.gov/safewater/lead>.

Monitoring and Reporting Requirements: The State and EPA require us to test our water on a regular basis to ensure its safety. We met all the monitoring and reporting requirements for 2014. We will update this report annually and will keep you informed of any problems that may occur throughout the year, as they happen. Copies are available at Parchment City Hall, 650 S. Riverview Drive or on the internet at <http://www.parchment.org>. This report will not be sent to you. **We invite public participation in decisions that affect drinking water quality.** The City Commission of the City of Parchment meets on the 1st and 3rd Mondays of the month at Parchment City Hall, 650 S. Riverview Drive, Parchment, MI 49004. For more information about your water, or the contents of this report, **contact Joe Bonhomme, Director of Public Services at 269-349-3785.** For more information about safe drinking water, visit the U.S. Environmental Protection Agency at www.epa.gov/safewater/.

Shannon Stutz, City Clerk
City of Parchment
650 S. Riverview Dr.
Parchment, MI 49004
269-349-3785

Kindleberger Arts Commission
January 18, 2016

MEETING MINUTES

1. **Meeting was called to order at 6 p.m.**
2. **Roll Call**
Members Present: Robert Heasley, Dennis Durham, Molly Andrews, Barb Steffler, Doug Fooy and Tom Balmer.

Absent: None
3. **Meeting Minutes**
Motion by Durham to accept the minutes from December 21, 2015 as written. Supported by Andrews. **Motion carried.**
4. **Old Business**
 - a. **Festival Coordinator**
Dennis distributed copies of the job description. Copies sent to the Parchment Public Library, Parchment Schools and Civic for posting. Also emailed to Jan Watson, Theatre Chair.
5. **New Business**
 - a. **Musical and Youth Play Productions**
 - b. **Proposed 2016 Festival Budget**
Dennis will try to have a draft budget prepared for the next meeting on Feb. 1.
6. **Commissioner Comments**
None.
7. **Adjourn**
Being no further business before the KAC, the meeting was adjourned at 6:37 p.m. The next meeting of the KAC is scheduled for January 18, 2016.

Minutes submitted by Dennis Durham, City Manager