



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

MONDAY, MAY 2, 2016

7 P.M.

PARCHMENT CITY COMMISSION

MAYOR ROBERT B. HEASLEY
COMMISSIONER THOMAS BALMER
COMMISSIONER TERRY HAGEMAN
COMMISSIONER DAVID KINSEY

VICE MAYOR ROBERT D. BRITIGAN III
COMMISSIONER DOUGLAS FOODY
COMMISSIONER JON HEASLEY

OFFICERS

CITY MANAGER DENNIS DURHAM
CITY TREASURER/CLERK SHANNON STUTZ

CITY ATTORNEY ROBERT SOLTIS

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. City Commission Regular Meeting Minutes of April 18, 2016 – ACCEPT
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 Commission unless a Commissioner requests an item be dealt with individually (removed from the consent agenda).

- A. Motion to APPROVE/ACCEPT as indicated:
 - i. Warrant No. 1307 & 1308 – ACCEPT
 - ii. Kalamazoo County HHW Reporter – ACCEPT

- iii. Township of Kalamazoo Police Department Quarterly Report – ACCEPT
- iv. Kindleberger Park Pavilion Reservation for June 12, 2016 – APPROVE
- v. Kindleberger Park Pavilion Reservation for August 6, 2016 - APPROVE

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. BOARD AND COMMISSION REPORTS/MINUTES

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 APRIL 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 Balmer, supported by Commissioner Hageman to approve the amended Minutes of the March 21, 2016 regular meeting.

Motion Carried.

4. Additions or Changes to the Agenda

None.

5. Citizen Comments

Robert Green, 133 N. Riverview, congratulated Geno's for staying open after the accident the other night. He asked about the paper mill – whether the developer/owner could afford to have the flammables removed from the property. Mr. Green then asked the process for adding or removing a traffic signal, and questioned the security of the Georgia Pacific plant for the future. City Manager Durham replied that he is in contact with the developer; a survey of traffic is done then MDOT is involved; GP is a much smaller property and they've already had interested parties for its purchase.

Nicole Parsons, 1109 Parchmount, asked when potholes will be filled, said she was concerned about speeding on her street later at night (9-10 pm), and the legality of fundraising for the \$8 million needed to demolish the buildings.

Karen Conner-Beck, 1124 Parchmount, is very concerned about speeding on her street as well as the "loose dog situation" in the city. She feels that ordinances need to be better enforced.

Mike Conner, 1150 Parchmount, wants to see a public hearing on the police because it affects citizens, and wants better enforcement of ordinances. He also asked the commission to consider resurrecting the newsletter that was sent out in the past.

Judy Resler, 218 Maple, called River Reach 8 working days in a row and left messages with two different people (CEO and receptionist) and got no response. She felt that is not good business.

6. Consent Agenda

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

Motion Carried.

7. Unfinished Business

A. Police Patrol Service Agreement Extension.

Commissioner Balmer asked for the number of cars on patrol in 2011 vs current.

In response, Chief Bourgeois stated that in 2011 there were 24 sworn officers and now there are 32. Chief Bourgeois encouraged the commission to have a discussion on how they want their resources to be used. He also cautioned residents who may think of the past “romantically” – he noted that despite opinions to the contrary, there has not been an increase in crime. There *has* been an increase in reported and investigated crime, however, and he puts “a lot of stake in the professionalism of his patrol.” The Chief of Police discussed social media and the idea that everyone is a reporter, but without any journalistic standards.

Scott Karaptian, principal of Parchment High School, spoke in support of the city’s contract with Kalamazoo Township Police. He “couldn’t be more happy” with their response times, investigations, and helping to create a safe learning environment for his students.

Jason Misner, Parchment Athletic Director and Vice Principal of Parchment Middle School, echoed Mr. Karaptian’s sentiments, adding he feels that KTPD has an intimate relationship with PMS staff and students.

Judy Resler, 218 Maple, suggested an open dialogue between the department and residents.

Vice Mayor Britigan noted his appreciation for the KTPD and had a questions on the business end. Answered by Chief Bourgeois: How is the school use reflected in the arrangement? Direct billed to school if presence was requested (i.e. football game). What about detectives or investigators? No additional charges for fraud investigators, training, additional officers called for backup, etc. Vice Mayor Britigan noted that is “value add for no extra cost”.

Mayor Heasley expressed his appreciation for KTPD from the start, adding they’ve done a “terrific job”.

Moved by Commissioner Heasley, supported by Commissioner Fooy to textend the service agreement with Kalamazoo Charter Township for the provision of police services for the period July 1, 2016 to June 30, 2017 at the proposed annual cost of \$298,480 with the additional expenditure of up to \$8765 in targeted patrol overtime and authorize the City Manager to execute all documents related to this matter. 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

8. New Business

A. Moved by Commissioner Hageman, supported by Commissioner Kinsey to approve the request by Parchment Little League to use public streets for the annual little league opening day parade.

Motion Carried.

B. Presentation of the Proposed FY2016-17 Budget – Receive.

9. Standing Board and Committee Reports

None.

10. Mayor and Commissioner Comments

Commissioner Balmer thanked the citizens in attendance.

Commissioner Fooy noted his appreciation for Mike Conner's input and thanked Kalamazoo Township Police Department for their service.

Vice Mayor Britigan expressed his thanks for the citizens and their willingness to be part of the solution.

Mayor Heasley echoed the thanks and pointedly noted it comes down to "where is the money".

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 8:14 p.m.

Shannon S. Stutz
City Clerk



Warrants # 1307 & 1308
May 2, 2016

City of Parchment

Attachment 1 - Check Register Report 1307 & 1308

City of Parchment
Check Register Report
Warrants 1307 & 1308

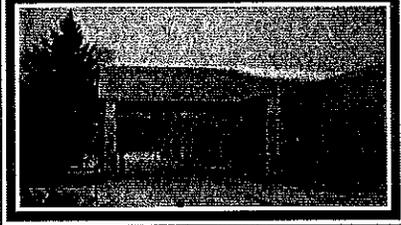
Check #	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
32989	04/11/2016	MICHIGAN MUNICIPAL RISK	Liab Ins-Retention Fund-2nd Pm	24,082.50
32990	04/15/2016	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	121.80
32991	04/15/2016	COMPANION LIFE	Life & AD&D Ins - Mar & April	114.00
32992	04/15/2016	ETNA SUPPLY	Plastic Meter Pits, Mon. Rings,	516.06
32993	04/15/2016	RIETH-RILEY CONSTRUCTION CO.	CREDIT Memo from Oct.	548.26
32994	04/15/2016	TREASURER SHANNON STUTZ	16 Steel Drums-Food Grade	154.99
32995	04/15/2016	ERIC WINE	MFR Class Eric Wine-KVCC	485.00
32996	04/25/2016	BLUE CROSS BLUE SHIELD OF MI	EE & Retiree Ins - May	11,035.88
32997	04/25/2016	CINTAS CORP	Restock 1st Aid Cabinet	61.45
32998	04/25/2016	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	350.26
32999	04/25/2016	CLEAN EARTH ENVIRONMENTAL	Hydro Excavate Several Water	1,596.96
33001	04/25/2016	CONSUMERS ENERGY	Traffic, city wide Lights	9,461.74
33002	04/25/2016	CORNERSTONE OFFICE SYSTEMS	Monthly Contract-4/4 to 5/3/16	87.50
33003	04/25/2016	CT ELECTRICAL SERVICES, INC.	Troubleshoot Water Tower Power	1,955.31
33004	04/25/2016	DEYOUNG LANDSCAPE SERVICE	Formal Garden-Treatment #1	68.00
33005	04/25/2016	ELECTION SYSTEMS & SOFTWARE	Maint. for Voting Machine	97.60
33006	04/25/2016	ENGINEERED PROTECTION SYSTEMS	Water Treatment-5/1 to 7/31/16	255.81
33007	04/25/2016	FORD, KRIEKARD, SOLTIS & WISE	Police Matters - March	1,512.50
33008	04/25/2016	KALAMAZOO OIL CO.	Fuel Charges 4/1 to 4/15/16	464.75
33009	04/25/2016	KALAMAZOO TOWNSHIP	Police Services Contract-Feb & March	49,304.95
33010	04/25/2016	TREASURER CITY OF KALAMAZOO	Municipal Sewer - February	5,975.80
33011	04/25/2016	KAR LABORATORIES, INC.	Testing Miley's Water 1210 Par	40.00
33012	04/25/2016	RAYMOND KOOLE	Refund 2015 summer tax interest	121.19
33013	04/25/2016	LINDE GAS NORTH AMERICA LLC	Monthly Comp Air & Compl Chg	24.80
33014	04/25/2016	MLIVE MEDIA GROUP	BOR Ad x2	690.84
33015	04/25/2016	PARCHMENT SERVICE CENTER	98 Chevy-Starter & Battery	468.00
33016	04/25/2016	CITY OF PARCHMENT	DPW water	246.40
33017	04/25/2016	PREIN & NEWHOF	Gen Eng-March-Absolute Aire	2,383.85
33018	04/25/2016	PURITY CYLINDER GASES, INC.	1/4ly Cylinder Rental	45.53
33019	04/25/2016	REPUBLIC SERVICES #249	Public Works - April	7,809.85
33020	04/25/2016	RIVERRUN PRESS	1,000 Regular Envelopes	94.91
33021	04/25/2016	ROSE PEST SOLUTIONS	Pest Control - Contract	76.00
33022	04/25/2016	SEVERANCE ELECTRIC CO INC	Traffic Signal Maint - March	120.00
33023	04/25/2016	SMALL BUSINESS ADMIN SERVICES	HRA April 2016	107.50
33024	04/25/2016	SHANNON STUTZ	Mileage Reimb-Jan, Feb, Mar-16	83.97
33025	04/25/2016	TAMS-WITMARK	Mailing costs for scripts	82.50

HHW REPORTER

1ST QUARTER 2016

NEWS AND PARTICIPATION STATS FROM
THE HOUSEHOLD HAZARDOUS WASTE CENTER

1301 Lamont Avenue
Kalamazoo, MI 49048
269.383.8741
www.kalcounty.com/hhw



Why is it so important to protect groundwater in Kalamazoo County?

Because it is our drinking water! If you are connected to a municipal water supply or have an onsite water well, the water you drink and cook with comes from groundwater.

The HHW Center collects hazardous materials such as pesticides, oil, antifreeze and electronics (to name a few) in order to keep these items from going to the landfill where they can work their way into our groundwater. Here are other things you can do to protect groundwater:

1. Use native plants for landscaping. Choosing varieties that are Michigan hearty reduces the need for extensive watering and limits the need for fertilizer and pesticide applications.
2. Shut off the water while brushing your teeth or shaving.
3. Check faucets, fixtures, toilets, and taps in your home for leaks and fix them right away.
4. Limit time in the shower and challenge your family members to do the same!
5. Run full loads in the dish and clothes washer.
6. Water the lawn and plants during the coolest parts of the day and only when truly needed.
7. *Reduce* the amount of "stuff" you use and *reuse* what you can. *Recycle* paper, plastic, cardboard, glass and aluminum.
8. Use all natural/nontoxic household cleaners whenever possible: lemon juice, baking soda, and vinegar make great cleaning products, are inexpensive, and more environmentally-friendly.



2016 Expected Closures:

April 22 (Training)
August 8-13
September 9-10
November 24-25
December 23, 2016
to January 2, 2017

REMAINING 2016 SATURDAY COLLECTIONS 8:00am-12:00pm

April 9
May 14
June 11
July 9
October 8
November 12
December 10



1ST QUARTER HHW CENTER PARTICIPATION

Municipality	Jan	Feb	Mar	1st Quarter Total
Alamo Township	6	6	16	28
Almena Township	6	7	10	23
Antwerp Township	15	6	11	32
Augusta Village	1	2	5	8
Berrien County	1	0	4	5
Brady Township	14	8	7	29
Charleston Township	5	4	8	17
Climax Township	3	3	7	13
Climax Village	1	3	2	6
Comstock Township	46	32	70	148
Cooper Township	53	25	41	119
Kalamazoo City	166	125	210	501
Kalamazoo Township	48	44	92	184
Oshemo Township	57	37	73	167
Parchment City	6	4	6	16
Pavilion Township	13	9	18	40
Paw Paw Township	1	3	5	9
Portage City	134	94	211	439
Prairie Ronde Township	5	1	11	17
Richland Township	43	26	41	110
Richland Village	0	5	2	7
Ross Township	14	12	21	47
Schoolcraft Township	9	7	10	26
Schoolcraft Village	1	1	1	3
Texas Township	45	23	39	107
Vicksburg Village	4	4	3	11
Wakeshma Township	3	2	5	10
Subtotal	700	493	929	2122
Regular HHW Paying Customers	38	38	28	104
Electronics Paying Customers	63	10	12	85
Grand Total	801	541	969	2311

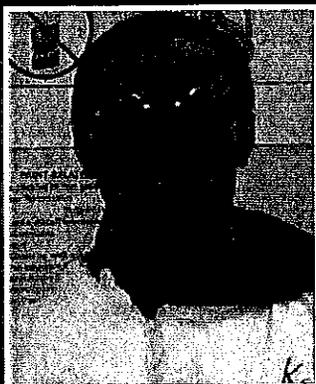
1st Quarter 2016 participation increased 29% over 2015!

1ST QUARTER RECYCLING COST SHARE

BILLING PERIOD 1/01/16-3/31/16			
CONTRACTOR DISPOSAL COSTS		\$10,742.13	
ELECTRONICS RECYCLING		\$5,875.91	
TOTAL BILLING		\$16,618.04	
MUNICIPALITY	HOUSEHOLD EQUIVALENTS	PERCENT	TOTAL COST
ALAMO TOWNSHIP	28	1.32	\$219.28
ALMENA TOWNSHIP	23	1.08	\$180.12
ANTWERP TOWNSHIP	32	1.51	\$250.60
AUGUSTA VILLAGE	8	0.38	\$62.65
BERRIEN COUNTY	5	0.24	\$39.16
BRADY TOWNSHIP	29	1.37	\$227.11
CHARLESTON TOWNSHIP	17	0.80	\$133.13
CLIMAX TOWNSHIP	13	0.61	\$101.81
CLIMAX VILLAGE	6	0.28	\$46.99
COMSTOCK TOWNSHIP	148	6.97	\$1,159.03
COOPER TOWNSHIP	119	5.61	\$931.93
KALAMAZOO CITY	501	23.61	\$3,923.49
KALAMAZOO TOWNSHIP	184	8.67	\$1,440.96
OSHTEMO TOWNSHIP	167	7.87	\$1,307.83
PARCHMENT CITY	16	0.75	\$125.30
PAVILION TOWNSHIP	40	1.89	\$313.25
PAW PAW TOWNSHIP	9	0.42	\$70.48
PORTAGE CITY	439	20.69	\$3,437.95
PRAIRIE RONDE TOWNSHIP	17	0.80	\$133.13
RICHLAND TOWNSHIP	110	5.18	\$861.44
RICHLAND VILLAGE	7	0.33	\$54.82
ROSS TOWNSHIP	47	2.21	\$368.07
SCHOOLCRAFT TOWNSHIP	26	1.23	\$203.61
SCHOOLCRAFT VILLAGE	3	0.14	\$23.49
TEXAS TOWNSHIP	107	5.04	\$837.95
VICKSBURG VILLAGE	11	0.52	\$86.14
WAKESHMA TOWNSHIP	10	0.47	\$78.31
TOTAL	2122	100.00	\$16,618.04

****THIS IS NOT A BILL - INVOICE WILL BE MAILED OUT AT A LATER DATE****

1ST QUARTER COLLECTIONS 2016



New HHW Center Staff: Kevin Oles

Kevin started at the HHW Center in February. He has a BS/MA in education with emphasis in the sciences. His knowledge of chemicals, appreciation for the environment and outstanding work ethic make him a natural fit and a great co-worker!

ITEM(S)	POUNDS
ELECTRONICS FROM HOMEOWNERS	72,226
ELECTRONICS FROM SMALL BUSINESSES	6,686
CHEMICAL WASTE FROM HOMEOWNERS *	17,277
CHEMICAL WASTE FROM SMALL BUSINESSES *	5,673
ANTIFREEZE	3,000
COPPER WIRE	0
FIRE EXTINGUISHERS	0
INK AND TONER CARTRIDGES	263
OIL FILTERS	560
PESTICIDES	2,997
RECHARGABLE BATTERIES	3,724
SCRAP METAL	3,963
USED MOTOR OIL	13,280
TOTAL POUNDS COLLECTED	129,649

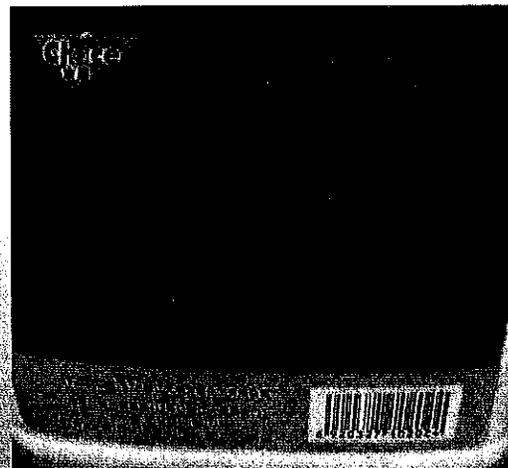
* acids, aerosols, ammunition, bases, batteries (alkaline & lithium), cleaners, flammable liquids, flares, fluorescent bulbs, mercury, oil based paint, organic peroxides, oxidizers, PCB ballasts, poisons/toxics, propane cylinders (1 pound only)

Photo of the Quarter

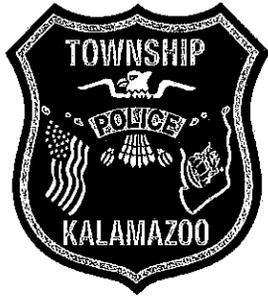
This was a new one for us! It had a pH of 11 and did not have an ammonia or solvent odor. It was packed with other cleaners in that pH range.



Front



Back



Township of Kalamazoo Police Department

City of Parchment Quarterly Report

January 1, 2016 – March 31, 2016

Call for service: 350

Citations: 85

Arrests: 26

Traffic Crashes: 6; all property damage accidents

Significant Events:

Case #: 16-000044

An officer stopped a vehicle for a traffic violation on Riverview near Mosel. During the course of the traffic stop the officer observed the driver attempting to conceal something. With assistance from additional officers the driver was asked to exit the vehicle as he did not have a valid drivers license.

The subject refused and began resisting officers. The subject attempted to discard a small object as he was being arrested. The item recovered contained suspected cocaine. The driver was later lodged and the substance sent for testing.

After receiving a notification from the MSP laboratory, the subject was charged with resisting and obstructing police officers and possession of cocaine. The subject pled guilty to drug charges in circuit court and is awaiting sentencing.

Case #: 16-000604

Officers were sent to the 2100 of East G Avenue on a report of break in. The owner reported nothing seemed to be taken, however several items had been disturbed. Officers checked for fingerprints and DNA, and submitted them to the lab for analysis. The case remains open pending lab analysis.

Case #: 16-000738

Officers collaborated with Parchment school officials who reported two students were observed with an automatic knife. Officers interviewed the subjects who admitted they were in possession of it on school grounds, and the weapon was confiscated.

Petitions were submitted to the juvenile prosecutor for criminal charges. One petition was authorized for charges for possession of a dangerous weapon in school zone. The second petition request was denied, likely due to the fact the second subject was shown the knife and only temporarily possessed it and did not bring it to school. The case remains open pending further court proceedings.

Case #: 16-000744

Officers were called to the 600 block of N. Riverview to investigate a retail fraud that was discovered several days after it occurred, when the manager reviewed security footage. The investigating officer was able to develop several suspects and by interviewing involved parties, the suspect was eventually identified with the cooperation of store staff.

The case has been submitted to the Kalamazoo County Prosecutor's Office for review of criminal charges.

Case #: 16-000958

Residents from an apartment in the 1700 block of East G Avenue called 911 to report their apartment was being broken into and the suspect was threatening the residents. Officers intervened and talked with everybody involved. Officers learned the suspect who was breaking in had been forcibly removed from the residence earlier in the evening. He was now attempting to break in and assault those residents as retribution.

The suspect was transported to the hospital for treatment of injuries and eventually arrested and lodged at the Kalamazoo County Jail. The suspect has since pled guilty to home invasion and was sentenced to nine months of probation in addition to paying fines and costs.

Case#: 16-000488; 16-000784

The abandoned paper mill was the subject of frequent attempts at arson by unknown subjects. Investigators from TKPD were able to develop and identify numerous subjects who had allegedly participated in setting these fires. The complex investigation which required several in-depth interviews as well as the collection and analyzation of physical evidence, resulted in the identification and admission by several subjects as to their complicity in the mill arsons.

TKPD investigators are compiling this case, which will be submitted to the Kalamazoo County Prosecutor's Office for review of criminal charges very soon.

Kindleberger Park Reservation Form

Area of park to be reserved:

Sunken Gardens/Gazebo (\$200 non-resident/\$100 resident)(3-hour block), non-refundable)(deposit required)

Stage (\$300 non-resident/\$150 resident)(3-hour block)(deposit required)

Lower Softball Fields (\$25 non-resident, \$10 resident)

Tennis Court 1 (\$25 non-resident, \$10 resident)(1-hour period)

Tennis Court 2 (\$25 non-resident, \$10 resident)(1-hour period)

Picnic Pavilion 1 (\$100 non-resident/\$50 resident for 4-hour block)

Picnic Pavilion 2 (\$100 non-resident/\$50 resident for 4-hour block)

Picnic Pavilion 3 (\$100 non-resident/\$50 resident for 4-hour block)

Picnic Pavilion 4 (\$100 non-resident/\$50 resident for 4-hour block)

Picnic Pavilion 5 (\$100 non-resident/\$50 resident for 4-hour block)

Name: Eric Cronin

Phone: 269-921-2083

Address: 120 Glendale Blvd

Email: ecronin@vccera.com

Alt. Phone: 269-364-0662 (Jessie)

Date of Event: June 12th

Time: ~~3pm-7pm~~ 2-6pm

How many attendees do you anticipate at your event? 50

Will there be music as part of your event? NO

Name of DJ, Musical Performer, Sound Technician: N/A

Will there be decorations, rental chairs/tents/tables: decorations only

**See park rules on reverse side*


Signature

4/27/16
Date

FOR INTERNAL OFFICE USE:

Application received by: wkg Date: 4-27-16

Payment Received: \$100 Receipt # 9922

APPROVAL

Signature Date

- Baby Shower

FOR: PAVIUMION #7

Date of Event: August 6, 2016 (4 hour) Time Block: 11AM-3PM

Contact Name: Graciela Martinez

Address: 150 58TH ST SE

City/State/Zip: KENTWOOD MI, 49548

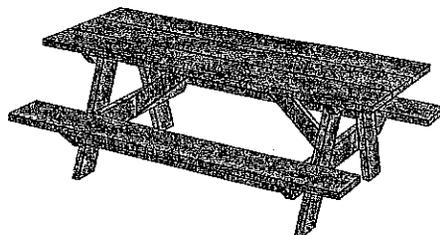
Telephone: Home 616-634-2041 Work _____

Amount received: \$100 - City Receipt Number: 9920

Return this form to: City of Parchment
650 S. Riverview Dr.
Parchment, MI 49004

The reservation is not secured until this form and payment are received at City Hall. The City of Parchment, specifically the City Manager's Office, reserves the right to approve or disapprove any actions, decorations, or sound associated with this event.

Any questions, contact Parchment City Hall at 269-349-3785, Monday through Friday 8:00 AM to 5:00 PM. Any problems at the park during your reservation time should be addressed by the Kalamazoo Township Police Department at 269-343-0551.



- Family Reunion