

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY
COMMISSION HELD ON MONDAY DECEMBER 7, 2015.**

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

A. Election of Mayor and Vice-Mayor.

Nominated by Commissioner J Heasley supported by Vice-Mayor Britigan, Robert Heasley as Mayor. There being no other nominations for Mayor, Robert Heasley was elected unanimously.

Nominated by Mayor Heasley, supported by Commissioner Hageman, Robert Britigan as Vice-Mayor. There being no other nominations for Vice-Mayor, Robert Britigan was elected unanimously.

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

Absent None.

3. Minutes

Moved by Commissioner Kinsey, supported by Commissioner Heasley to approve the Minutes of the November 16, 2015 regular meeting.

Motion Carried.

4. Additions or Changes to the Agenda

Removal of the warrant, to be moved to next meeting.

5. Citizen Comments

Eugene Frary, 804 Parchmount. Mr. Frary asked for an update on the plans for resurfacing of Parchmount. City Manager Durham replied that work on Parchmount was in the current budget, but the Commission elected to shift funds to repair Riverview instead. Mr. Frary then asked Attorney Soltis the meaning of "franchise" in the context of his cable bill. Attorney Soltis explained that cable companies must pay municipalities to lay cable in the "right of way", and they then charge customers a fee.

6. Consent Agenda

Omitted.

7. Unfinished Business

None.

8. New Business

A. Borgess Run for the Health of It. Moved by Commissioner Heasley, supported by Vice-Mayor Britigan to authorize Borgess Run for the Health of It to use Parchment city streets from 8 am through 3 pm on Sunday, May 8, 2016. **Motion carried.**

- B. Resolution Establishing Moratorium on the Installation of an Outdoor Furnace. Moved by Commissioner Balmer, supported by Commissioner Heasley, to adopt the Resolution establishing a moratorium on the installation of an outdoor furnace. 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.
- C. Ordinance Prohibiting Outdoor Furnaces – 1st Reading. Moved by Vice-Mayor Britigan, supported by Commissioner Heasley to accept the 1st reading of the Ordinance Prohibiting Outdoor Furnaces.
Motion Carried.
- D. Resolution Adopting Local purchasing Preference Policy. Discussion ensued regarding dollar limits, competition, fairness. Moved by Commissioner Heasley, supported by Commissioner Hageman to adopt the Local Purchasing Preference Policy for purchases above \$2500.00. Roll call vote was as follows:
Ayes: Balmer, Fooy, Hageman, J Heasley, R Heasley, Kinsey.
Nays: Britigan.
Absent: None.
Abstain: None.
Motion Carried 6-1.
- E. Purchase of Western Plow. Discussion regarding the rules for bidding that were in place prior to item D on this agenda. Based on that information, moved by Vice-Mayor Britigan, supported by Commissioner Kinsey to approve the expenditure of \$4985 to Arista Truck Systems for the purchase of a Western Plow. Roll call vote was as follows:
Ayes: Britigan, Hageman, Kinsey.
Nays: Balmer, Fooy, J Heasley, R Heasley.
Absent: None.
Abstain: None.
Motion Failed 3-4.
- Moved by Commissioner Heasley, supported by Commissioner Balmer to approve the expenditure of \$5188 to Steensma Lawn & Power for the purchase of a Western Plow. 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.
- F. Kindleberger Sign Replacement. Moved by Commissioner Hageman, supported by Commissioner Fooy to authorize the expenditure of \$5100.00 to SignCrafters for replacement of the damaged park sign, with cost being reimbursed to city after insurance deductible has been met. 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.

9. **Standing Board and Committee Reports**

None.

10. Mayor and Commissioner Comments

Commissioner Balmer said he noticed some street lighting out on Riverview and asked for an update on the blight list.

Commissioner Heasley is looking forward to using YourGov and expressed his appreciation to his fellow commissioners regarding the discourse on the local preference policy.

Commissioner Hageman congratulated Mayor Heasley and Vice-Mayor Britigan on their new terms.

Commissioner Fooy stated his anticipation for next year's festival and that he looks forward to serving on this commission.

Vice-Mayor Britigan expressed his appreciation for the vote of confidence and welcomed Commissioner Fooy. He's also excited to begin shaping the city's future at the strategic planning session.

Mayor Heasley thanks the commission for their support and faith and noted he will work closer with the Vice-Mayor in the future. The Mayor also wanted to thank all the Wassailers and the businesses who support Wassailing in Parchment, noting volunteers are needed to continue the tradition.

11. City Manager Comments/Reports

City Manager Durham mentioned that new Commissioners need their photo taken at Unique Images for the website. He also noted that YourGov is live, but he's still gaining experience and working out the collection and dispensing of violations to staff. A presentation for the Commission is planned for a future date.

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 8:03 p.m.

Shannon S. Stutz
City Clerk