

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY DECEMBER 4, 2017.**

**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 Commissioners.**

Richard Bagley, Robert Britigan III, Chester Emmons III, and Thomas Jordan all took the oath of office and were sworn in to the new term as Commissioners by the clerk.

**3. Roll Call.**

**A. Election of Mayor and Vice Mayor.**

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

Nominated by Commissioner Bagley, supported by Commissioner R Heasley, Thomas Jordan as Vice Mayor. There being no other nominations for Vice Mayor, Thomas Jordan was elected unanimously.

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Bagley, Emmons, Evans, Fooy, and R Heasley. City Manager Stoddard, City Treasurer/Clerk Stutz, and City Attorney Soltis.

Absent: None.

**4. Minutes**

Moved by Commissioner Emmons, supported by Commissioner Heasley to approve the Minutes of the November 20, 2017 Regular Meeting as well as the Work Session Minutes from the same date.

**Motion Carried.**

**5. Additions or changes to the agenda.**

Switch order of items 8 and 9 (move New Business before Budget Amendments). Moved by Commissioner Heasley, supported by Commissioner Bagley to approve the changes to the agenda. **Motion Carried.**

**6. Citizen Comments – Items ON the Agenda**

None.

**7. Consent Agenda**

**A.** Commissioner Fooy asked about check 34267, what "RR" stood for. City Manager Stoddard explained that it was the River Reach project and that the payment was to reduce the amount owed to MDOT. Moved by Commissioner Fooy, supported by Commissioner Evans to receive the consent agenda items. **Motion Carried.**

**8. New Business**

**A.** Senator Margaret O'Brien welcomed the newly elected commissioners and said she was looking forward to working with them on issues important to Parchment. She then expressed the gratitude of the State of Michigan, the 99<sup>th</sup> Legislature, and Kalamazoo County for the public service of Commissioners Cronin, Hageman, and J Heasley by presenting each with a plaque.

**B.** KABA Board Representatives – City Manager Stoddard explained these are one year appointments and they meet on the second Thursday of each month at 2 pm. Moved by Commissioner Heasley, supported by Vice Mayor Jordan, to appoint Commissioner Emmons as the KABA Board Representative. **Motion Carried.**

Moved by Commissioner Fooy, supported by Vice Mayor Jordan to appoint Eric Cronin as the KABA community at-large member. **Motion Carried.**

Mayor Britigan thanked Samuel Hunter for his service to the City and KABA.

**9. Budget Amendments**

**A.** Local Community Stabilization Authority (101-000-441) increase budgeted revenue to actual received of \$139,025 (increase of \$94,125). Moved by Commissioner Heasley, supported by Commissioner Evans to approve. **Motion Carried.**

**B.** Pension (101-200-718) increase budgeted expense by \$18,000 to correct a typo in the original budget (current budget reads \$2630, should read \$20,630). Moved by Commissioner Emmons, supported by Commissioner Heasley to approve. **Motion Carried.**

**C.** Membership/dues and Computer Services – information only.

**10. Standing Board and Committee Reports**

A. Kalamazoo Area Transit Study – Mayor Britigan noted he was unable to attend the last meeting but the reports showed nothing affected our city directly.

**11. Citizen Comments**

Theresa Stannard, Director of the Parchment Community Library, distributed her newsletter, reminding everyone Wassailing is Wednesday and maps were all over town. She then invited all to attend the monthly town hall meetings.

**12. Mayor and Commissioner Comments**

Commissioner Emmons thanked everyone for their support and expressed his hope to do a good job.

Commissioner Bagley thanked the voters as well, saying he would do his best. He then asked about leaf pickup. City Manager Stoddard explained that the last pickup had passed, and that any remaining leaves should be mulched, composted or bagged for pickup in the spring.

Commissioner Heasley thanked Senator O'Brien for her service, saying he thought it made a big difference when leaders had local government experience first. He then congratulated the outgoing Commissioners for their years of service and congratulated Mayor Britigan on his election.

Commissioner Evans noted she would be at Advia during Wassailing.

Commissioner Fooy thanked the former Commissioners, and then welcomed the new faces.

Vice Mayor Jordan thanked the citizens and the commissioners for their votes and asked for everyone's patience as he learned.

Mayor Britigan thanked the outgoing Commissioners for their service, congratulated the new Vice Mayor and welcomed the new Commissioners as well. He then said he was humbled and honored to be elected Mayor – that there was much to accomplish. Mayor Britigan expressed his thanks to former Mayor Heasley for his dedication and considered it a privilege to work with him. He thanked his family for their foundation and support, then pledged to represent the residents professionally and always act in their best interest.

**13. City Manager Comments/Reports**

Manager Nancy Stoddard reminded everyone that Wassailing game boards were available in the lobby, and that by playing people could win a \$50 VISA gift card. She then mentioned that there was a shipping problem with the microphones and that dog licenses were now on sale through February 28 at City Hall.

**14. Adjournment**

There being no further business to come before the Commission, it was moved by Commissioner Emmons and supported by all to adjourn the meeting at 7:38 p.m.

Shannon Stutz  
City Clerk