

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY JANUARY 15, 2018.

1. Call to order

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

2. Roll Call.

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.

3. Minutes

Moved by Commissioner Heasley, supported by Commissioner Fooy to approve the Minutes of the January 2, 2018 Regular Meeting.

Motion Carried.

4. Additions or changes to the agenda.

Add 8G. 2018 Resolution for KAC gaming license; add 9B KAC update. Moved by Vice Mayor Jordan, supported by Commissioner Bagley to approve the changes to the agenda. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Commissioner Fooy, supported by Commissioner Evans to move the Household Hazardous Waste Contract to item 8H. Moved by Commissioner Heasley, supported by Commissioner Fooy to receive the amended consent agenda items. **Motion Carried.**

7. Unfinished Business

A. Ordinance to Amend Chapter 38, Article IV, section 55 regarding pickup days for brush -- (Second Reading). Moved by Commissioner Evans, supported by Vice Mayor Jordan to accept Ordinance 211 to Amend Chapter 38, Article IV section 55 for Second Reading. **Motion Carried.**

Moved by Commissioner Heasley, supported by Commissioner Fooy to accept Ordinance 211 to Amend Chapter 38, Article IV section 55 for final reading. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

B. Deficit Elimination Update – Treasurer Stutz – receive.

C. MDOT Invoice Status updated – City Manager Stoddard – receive.

8. New Business

A. Employee Service Recognition – Mayor Britigan first recognized Phil Wolthuis’s 25 years of service by noting his dedication and commitment to the City. Mr. Wolthuis has worked in the Department of Public Works since 1992 and “always looks out for the City first”. He then presented Mr. Wolthuis with a 25 year service pin from the City. Next, the Mayor spoke of Carol Maartens, who has worked as the Accounts Payable Clerk for 20 years. Ms. Maartens was described as friendly, dependable, honest, caring and humble. She was unable to attend so City Manager Stoddard said she would give her the service pin.

B. Bicyclist Right of Way – Doug Kirk. Mr. Kirk gave Commissioners copies of the ordinances that surrounding communities have passed (Oshtemo, Portage, Kalamazoo Township and City of Kalamazoo) that demands that drivers give bicyclists a 5 foot right of way. He asked the Commission to enact something to raise awareness because currently a driver would not commit a traffic offense if they hit a cyclist. He noted it would be more about education than enforcement, and that it would make all people safer.

C. SMBA Presentation – Jeff Sorensen. Mr. Sorensen gave a brief history of this building authority, explaining their cost of service fee structure, their Board, and their financial condition. He answered a few questions, then invited anyone to come to their meetings on the fourth Thursday of each month, at 8:30 am at Oshtemo Township hall.

D. Car Show request to close Commerce Lane on Saturday July, 14, 2018 – approval. After discussion about traffic, parking and businesses being notified, it was noted that the City Manager has a meeting with Chief Ergang on January 22. Commissioner Fooy moved that the item be tabled until after that meeting, supported by Commissioner Heasley. **Motion Carried.**

E. BS&A Utility Billing Software – approval. City Manager Stoddard explained the need for the update, the ease of use of the system, the capabilities the software has and the cost. She then advised that she has many years of experience with this product and highly recommends it. Commissioner Fooy expressed his concern regarding the price and found out the monies were coming from the water fund. Brief discussion followed. Moved by Commissioner Heasley, supported by Commissioner Bagley to approve the purchase of BS&A Utility Billing Software for the price of \$13,140 and authorize the City Manager to execute all documents related to this action. **Motion Carried.**

F. Appoint At Large member to Kindleberger Arts Commission. Moved by Commissioner Bagley, supported by Commissioner Fooy, to appoint Nancy Eaton as an At Large member of the KAC. **Motion Carried.**

G. Gaming License Resolution – approve. The Kindleberger Festival is planning a Bingo for Bags event to raise money for the festival and needs a license for the evening. Moved by Commissioner Fooy, supported by Commissioner Evans to approve the Gaming License Resolution for the State of Michigan. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.
Nays: None.
Absent: None.
Abstain: None.

Motion Carried 7-0.

H. Kalamazoo County Household Hazardous Waste Contract – approval. City Manager Stoddard explained the contract amendment that increases the threshold of HHW monies to be spent by our community to \$2200, noting that any unused amounts will be rolled into the following year. Moved by Commissioner Heasley, supported by Commissioner Bagley to approve the HHW hazardous waste contract and authorize the City Manager to execute all documents related to this action. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Heasley, Jordan.
Nays: None.
Absent: None.
Abstain: None.

Motion Carried 7-0.

9. Standing Board and Committee Reports

A. KAC update. Commissioner Fooy announced the plays that have been chosen for 2018 – Little Shop of Horrors and The Adventures of Alice in Wonderland. He also reported many new members to the KAC and new events they will be rolling out.

B. KABA December 2017 Report. Commissioner Emmons noted they are looking at permit fees as well as options for financing the building.

10. Citizen Comments

None.

11. Mayor and Commissioner Comments

Commissioner Emmons thanked Mr. Sorensen and Mr. Kirk for coming in to speak to the Commission.

Commissioner Heasley reported that a sign for showing fundraising progress on the Veterans' Memorial is in the works.

Vice Mayor Jordan thanked and congratulated Phil Wolthuis and Carol Maartens on their years of service, saying "it is a real accomplishment".

Mayor Britigan commented that he appreciates Commissioner Fooy's fiscal responsibility, and reminded everyone that the next meeting (Feb 5) will have the Town Hall presentation.

12. City Manager Comments/Reports

Manager Nancy Stoddard thanked Phil and Carol for being “good and faithful servants to the City” and welcomed citizens to come to her office with any questions or concerns.

13. 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 8:31 p.m.

Shannon Stutz
City Clerk