



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

August 20, 2018

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice-Mayor Thomas Jordan

Commissioner Chester Emmons

Commissioner Richard Bagley

Commissioner Holly Evans

Commissioner Doug Fooy

Commissioner Robert B. Heasley

Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

1. Call to Order

2. Roll Call

3. Approval of Minutes

From the City Commission Regular Meeting Minutes of August 6, 2018

4. Additions/Changes to the Agenda - Approval

5. Citizen Comments – Items ON the Agenda

If you wish to comment regarding items ON the agenda, please follow the format below:

- *Stand at the podium*
- *State your name and address for the record*
- *You are allowed up to 5 minutes for your comments*
- *Please let us know if you require special accommodations by notifying the Clerk*

- *Reminder: You will be making a statement, without discussion from the Commission. You are always welcome to make an appointment with the City Manager to further discuss your comments.*

6. Consent Agenda

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

Motion to RECEIVE OR APPROVE as indicated:

- i. Warrant No. 1367 – receive
- ii. Credit Card Statement - receive

7. Unfinished Business

- A. MML Convention, \$390 Early Bird Special – approval
- B. Letter to Frontier Developers - Response

8. New Business

9. Board and Commission Reports/Minutes

- A. Parchment Water Update - Mayor

10. Citizen Comments – Items ON or OFF the Agenda

Persons wishing to comment on items that are on/off the agenda are instructed to please follow the same format as Citizen Comments for items on the agenda.

11. Mayor and Commissioner Comments

12. City Manager Comments

13. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY AUGUST 6, 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 Vice Mayor Jordan, supported by Commissioner Heasley to approve the Minutes of the July 16, 2018 Regular Meeting.

Motion Carried.

4. Additions or changes to the agenda.

None.

5. Citizen Comments – Items ON the Agenda

Margaret O’Brien, State Senator, of 1220 Forest in Portage, said it has been an honor to be part of the solution to getting Parchment safe drinking water. She cited the City’s cooperation with other agencies, adding that the City is well regarded in the community. She went on to thank many – Chief Ergang for round the clock ? as well as cooperation with the Michigan State Police and the County Sheriff. She thanked the Parchment community for being gracious, kind, understanding and willing to volunteer their help; others in the county who heeded the call for help (6 high school teams last Sunday as well as WMU soccer and women’s basketball); the commission for their leadership. She praised all, saying it has been “inspiring”.

Beth Griffin, State representative, of Mattawan, echoed the praise, saying she has a grateful heart and has been proud to be a part of it and is here to help.

Jeff Sorenson, Cooper Township Supervisor of 4500 East E Avenue, wanted to recognize Shannon Stutz for coordinating the volunteers.

Mike Seals, County Commissioner of 3743 Gull Road, said he was impressed and amazed at the community. He went on to say that he was confident a permanent solution would be found and that we have the support of the house, the senate and the county.

Robert Green, 143 N Riverview, stated that he has grown up here, has worked with chemicals at the paper mill, and has been critical of representatives, but has been impressed with how well it’s all been working. He will continue to trust the process.

6. Consent Agenda

A. Moved by Commissioner Heasley, supported by Commissioner Evans to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

None.

8. New Business

A. Replacement of Fire Station Windows – approval. Per City Manager Stoddard, Superintendent of Public Works Joe Bonhomme solicited 3 bids for replacement windows based on a Consumers Energy audit. Monies were budgeted for this in the amount of \$17,000. J&J Paint and Glass had the lowest quote for \$10,115 – the city has had work done by them before to the satisfaction of the Superintendent. They are also a local company. Commissioner Fooy stated that he thought it might not look appropriate to spend this kind of money while citizens are drinking bottled water. He moved that this work be postponed until Spring of 2019. The motion died for lack of support. Moved by Vice Mayor Jordan, supported by Commissioner Bagley to hire J&J Paint and Glass to replace the fire station windows for the quoted price of \$10,115. Roll call vote was as follows:

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

Nays: Fooy.

Absent: None.

Abstain: None.

Motion Carried 6-1.

B. MML Convention – approve. It was noted that the price was not included in the documents provided. Moved by Commissioner Heasley, supported by Commissioner Bagley to table this action until the next meeting. **Motion Carried.**

C. Water Supply Agreement with City of Kalamazoo – approve. Attorney Soltis started by explaining this agreement was drafted by Kalamazoo City Attorney Clyde Robinson who is a former resident of Parchment and worked summers for the City. Attorney Soltis commented the agreement is short term, straight forward, appropriate with proper provisions. Discussion about the impact on the budget, fees, and state aid ensued. Commissioner Heasley noted that he thought this vote could be the most important action the Commission has taken in a very long time. Moved by Commissioner Heasley, supported by Vice Mayor Jordan to approve the Water Supply Agreement with the City of Kalamazoo. 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

None.

10. Citizen Comments

Mike Conner, 1150 Parchmount, commended all involved in the water crisis, noting he was impressed how well it has all been handled.

Juan Cahue, 715 Groveland, asked that the City continue to be transparent, in the event that any fees or taxes are raised to cover costs, he wants all the information given to residents.

Mike Seals, County Commissioner and former resident of Parchment, discussed the accessibility of information to the hearing impaired and blind, adding that he asked that such provisions be put into the Emergency Action Plan. He then invited any and all to attend the County Commission meeting on Wednesday at 7pm.

11. Mayor and Commissioner Comments

Commissioner Heasley changed gears by happily reporting the Matt Giraud concert in the park was a great success. He then mentioned that the water situation could be the tip of the iceberg, with Parchment's response serving as a model for the next community. He thanked all representatives and neighbors involved.

Commissioner Evans echoed Commissioner Heasley, thanking the community, adding that she thought the town hall meeting went well.

Commissioner Fooy commented that he hoped the commission looks into all options. He then praised State Senator Margaret O'Brien for giving up her Tigers suite Sunday to work water distribution at Parchment High School.

Commissioner Emmons echoed thanks to volunteers, employees, citizen organizations who have worked so hard.

Commissioner Bagley reported he was proud how quickly the community took action.

Vice Mayor Jordan said he agreed with all that had been said so far, saying it was great to work with everyone, knowing the effort that went into it. He added it restored his faith in humanity. Then he specifically thanked Joe Bonhomme for his tireless work.

Mayor Britigan went over slides from the DEQ, advising of water distribution at PHS from noon to 8 pm Monday through Friday with weekend hours to be determined. The Mayor praised many, saying the rapid response would not have been possible without the collaboration at all levels of government. He thanked: Senator O'Brien for securing water, Representative Griffin for her participation, County Commissioner Seals for suspending his campaign, Shannon Stutz for coordinating volunteers, Joe Bonhomme for his efforts 24/7, Chief Ergang for coordinating the water distribution and the many many volunteers and groups, including PHS staff and students. He thanks Governor Snyder for visiting PHS. The Mayor then noted resident and schools should start flushing according to instructions given. He added the DEQ is continuing their water quality testing.

12. City Manager Comments/Reports

Manager Nancy Stoddard thanked the state, the county and our good neighbors in the city, those working the Emergency Operations Center, Joe Bonhomme and Shannon Stutz, our excellent staff, and the community for their patience.

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 7:58 p.m.

Shannon Stutz
City Clerk



City of Parchment
Check Register Report
Warrant 1367

Check #	Check Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
34728	08/02/2018	AMERICAN WATER WORKS ASSN	Bonhomme Dues-10/1/18-9/30/19	211.00
34729	08/02/2018	BARN ON FIRE	Concert in Park-08/05/18	1,000.00
34730	08/02/2018	LAMARR BLANCHARD	Refund of Park Reserv 07/28/18	250.00
34731	08/02/2018	DANIEL BRADFORD	Wedding Dep Refund-07/21/18	100.00
34732	08/02/2018	CINTAS	Restock 1st Aid Cabinet	43.26
34733	08/02/2018	CINTAS CORPORATION LOC. 725	Uniform Rental & Towels	221.06
34734	08/02/2018	CLEAN EARTH ENVIRONMENTAL	Hydro Exc Leak @ 5428 N Riverv	1,562.34
34735	08/02/2018	CRYSTAL CLOPTON	Deposit Refund 07/28/18	100.00
34736	08/02/2018	COMPANION LIFE	Life & AD&D Ins-August	66.50
34737	08/02/2018	DAN DENON	Concert in Park-08/12/18	400.00
34738	08/02/2018	NANCY EATON	Supplies-Arts & Crafts	173.82
34739	08/02/2018	EGG MEDIA LLC	Final Payment - Sound Support	2,100.00
34740	08/02/2018	ETNA SUPPLY	Saddle Double Bale	103.50
34741	08/02/2018	KEN HOLDA	Postage-Returning Scripts	42.01
34742	08/02/2018	KALAMAZOO COUNTY TREASURER ASC	Summer Deferment Ad	27.60
34743	08/02/2018	KALAMAZOO TOWNSHIP	Police Services - Festival	1,855.66
34744	08/02/2018	TREASURER CITY OF KALAMAZOO	Municipal Sewer-June	5,119.01
34745	08/02/2018	MALL CITY MECHANICAL, INC.	Several Serv Calls on Dehumid	1,737.66
34746	08/02/2018	MICHIGAN ELECTION RESOURCES	Election Supplies	73.00
34747	08/02/2018	ROSE PEST SOLUTIONS	Pest Control - Contract	80.00
34748	08/02/2018	SIGNCRAFTERS	Parchment Logo on Foamcore	48.00
34749	08/02/2018	ALEX TOBIN	Windscreen Covers-Microphones	29.98

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	25,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	5,722.40	MINIMUM PAYMENT DUE	5,722.40
AVAILABLE CREDIT	19,277.60	PAYMENT DUE DATE	08-20-18

CORPORATE ACCOUNT ACTIVITY

CITY OF PARCHMENT
XXXX-XXXX-XXXX-1546

TOTAL CORPORATE ACTIVITY
\$5,372.51 CR

Post Date	Trans Date	Reference Number	Transaction Description	Amount
07-23	07-23		AUTO PAYMENT DEDUCTION	5,372.51 CR

INDIVIDUAL CARDHOLDER ACTIVITY

PHIL WOLTHUIS
XXXX-XXXX-XXXX-1793

CREDITS \$0.00 PURCHASES \$1,044.81 CASH ADV \$0.00 TOTAL ACTIVITY \$1,044.81

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
06-27	06-25	55421358177627156562625	MULDERS LANDSCAPE SUPP KALAMAZOO MI		41.00
06-27	06-26	85101658177980004925800	SHARP SHOP KALAMAZOO MI		141.93
07-16	07-12	05436848194100072184632	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		29.93
07-18	07-17	55546508198286794300057	EXTREME POWER EQUIPMEN KALAMAZOO MI		32.99
07-19	07-18	15134658199000469955291	BEST WAY MILLER TRNSFR KALAMAZOO MI		100.00
07-20	07-19	85101658200980004925801	SHARP SHOP KALAMAZOO MI		93.95
07-20	07-18	55421358200627107546884	MULDERS LANDSCAPE SUPP KALAMAZOO MI		171.75
07-23	07-20	55446418201839643898321	FERGUSON WTRWRKS #3393 KALAMAZOO MI		51.00
07-23	07-19	55421358201627127641763	MULDERS LANDSCAPE SUPP KALAMAZOO MI		102.50
07-23	07-19	55421358201627127641748	MULDERS LANDSCAPE SUPP KALAMAZOO MI		231.82
07-25	07-24	55546508205286794800016	EXTREME POWER EQUIPMEN KALAMAZOO MI		34.95
07-26	07-25	55546508206286794900013	EXTREME POWER EQUIPMEN KALAMAZOO MI		12.99

BILL CAHILL
XXXX-XXXX-XXXX-1801

CREDITS \$0.00 PURCHASES \$317.59 CASH ADV \$0.00 TOTAL ACTIVITY \$317.59

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
07-06	07-05	05436848186300162835149	FARM N GARDEN KALAMAZOO MI		39.60
07-06	07-05	05436848187000370952541	TRACTOR SUPPLY #1272 KALAMAZOO MI		44.99
07-11	07-10	55506298191608462409261	ONE WAY PRODUCTS 2693433772 MI		214.57
07-16	07-12	05436848194100072184715	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		18.43

JIM DUBY
XXXX-XXXX-XXXX-1892

CREDITS \$15.00 PURCHASES \$1,331.02 CASH ADV \$0.00 TOTAL ACTIVITY \$1,316.02

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
07-24	07-23	05227028205000432444909	SCHANZ SUPPLY INC OTSEGO MI		275.60
07-25	07-24	05227028206000435194955	SCHANZ SUPPLY INC OTSEGO MI		15.00 CR
07-26	07-24	55420368206630108786487	BELLE TIRE 074 KALAMAZOO MI		1,055.42

CAMRON J BOEKHOVEN
XXXX-XXXX-XXXX-9114

CREDITS \$0.00 PURCHASES \$219.91 CASH ADV \$0.00 TOTAL ACTIVITY \$219.91

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount
07-13	07-12	55446418193207689300034	EDWARDS INDUSTRIAL KALAMAZOO MI		107.91
07-16	07-13	15134658194000464807385	BEST WAY MILLER TRNSFR KALAMAZOO MI		112.00

ACCT. NUMBER: XXXX XXXX XXXX 1546

CREDIT LIMIT	25,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	5,722.40	MINIMUM PAYMENT DUE	5,722.40
AVAILABLE CREDIT	19,277.60	PAYMENT DUE DATE	08-20-18

INDIVIDUAL CARDHOLDER ACTIVITY

Post Date	Trans Date	Reference Number	Transaction Description	VCN	Amount						
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">NANCY R STODDARD XXXX-XXXX-XXXX-7241</td> <td style="width: 15%; text-align: center;">CREDITS \$0.00</td> <td style="width: 15%; text-align: center;">PURCHASES \$972.50</td> <td style="width: 15%; text-align: center;">CASH ADV \$0.00</td> <td colspan="2" style="text-align: right;">TOTAL ACTIVITY \$972.50</td> </tr> </table>						NANCY R STODDARD XXXX-XXXX-XXXX-7241	CREDITS \$0.00	PURCHASES \$972.50	CASH ADV \$0.00	TOTAL ACTIVITY \$972.50	
NANCY R STODDARD XXXX-XXXX-XXXX-7241	CREDITS \$0.00	PURCHASES \$972.50	CASH ADV \$0.00	TOTAL ACTIVITY \$972.50							
06-27	06-25	85450938177980068025292	MICHIGAN ECONOMIC DEVE LANSING MI		410.00						
06-29	06-28	05436848180000384053952	USPS PO 2549110002 KALAMAZOO MI		562.50						
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">SHANNON STUTZ XXXX-XXXX-XXXX-0473</td> <td style="width: 15%; text-align: center;">CREDITS \$0.00</td> <td style="width: 15%; text-align: center;">PURCHASES \$1,428.50</td> <td style="width: 15%; text-align: center;">CASH ADV \$0.00</td> <td colspan="2" style="text-align: right;">TOTAL ACTIVITY \$1,428.50</td> </tr> </table>						SHANNON STUTZ XXXX-XXXX-XXXX-0473	CREDITS \$0.00	PURCHASES \$1,428.50	CASH ADV \$0.00	TOTAL ACTIVITY \$1,428.50	
SHANNON STUTZ XXXX-XXXX-XXXX-0473	CREDITS \$0.00	PURCHASES \$1,428.50	CASH ADV \$0.00	TOTAL ACTIVITY \$1,428.50							
06-28	06-27	55480778178083077135313	TDS METROCOM 8665716662 WI		664.90						
07-02	07-02	55432868183200849470569	VZWRLSS*APOCC VISB 800-922-0204 FL		80.02						
07-09	07-07	55429508188637355108491	PIXELVINE 8007340751 MI		71.25						
07-11	07-10	85138508191900014355653	LAKE MICHIGAN MAILERS 269-3839333 MI		425.58						
07-16	07-13	55429508194637569693751	PIXELVINE 8007340751 MI		65.00						
07-20	07-18	85504998200401990010162	CARROT TOP IND00 OF 00 919-7326200 NC		121.75						
<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">JOE BONHOMME XXXX-XXXX-XXXX-8069</td> <td style="width: 15%; text-align: center;">CREDITS \$0.00</td> <td style="width: 15%; text-align: center;">PURCHASES \$423.07</td> <td style="width: 15%; text-align: center;">CASH ADV \$0.00</td> <td colspan="2" style="text-align: right;">TOTAL ACTIVITY \$423.07</td> </tr> </table>						JOE BONHOMME XXXX-XXXX-XXXX-8069	CREDITS \$0.00	PURCHASES \$423.07	CASH ADV \$0.00	TOTAL ACTIVITY \$423.07	
JOE BONHOMME XXXX-XXXX-XXXX-8069	CREDITS \$0.00	PURCHASES \$423.07	CASH ADV \$0.00	TOTAL ACTIVITY \$423.07							
07-11	07-09	05436848191100069430959	MENARDS KALAMAZOO EAST COMSTOCK TOWN MI		29.99						
07-16	07-16	55432868197200442347127	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA		206.95						
07-18	07-17	55548078198083143709324	1ST AYD CORP 8476220001 IL		117.24						
07-24	07-23	55429508204894340345072	PAYPAL *MONTEHICKS5 4029357733 CA		68.89						



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- **MORE** topics
- **MORE** mobile tours

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Non-Member Government Rate: \$465

Regular Rate Available until September 12

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Non-Member Government Rate: \$540

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For the complete Convention 2018 agenda and program visit convention.mml.org.

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[Click here](#) for a faxable form.

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Housing reservations will only be accepted for registered Convention attendees with a personalized housing registration code. Within 48 hours of the League receiving your conference registration form,

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