

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY JUNE 3, 2019.

1. Call to order

Mayor Britigan called the meeting to order at 7:00 p.m.

2. Roll Call.

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

Absent: City Manager Stoddard.

3. Minutes

Commissioner Fooy abstained from approving the minutes. Moved by Commissioner Heasley, supported by Commissioner Evans to approve the Minutes of the May 20, 2019 Regular Meeting.

Motion Carried.

4. Additions or changes to the agenda.

Move 7B City Manager Contract Renewal to 8H, and remove item 11. Moved by Commissioner Heasley, supported by Vice Mayor Jordan to accept the agenda. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

Mike Conner, 1150 Parchmount, asked about how many mills will be levied for next year and also about the line item for the police contract.

Dodi Leckie, 3820 Pinto, came representing Parchment Little League. She started by stating that while the Little League complex and park are beautiful, during games the area is congested. Lots of kids, dogs, and food make for a bad mix. Over the last two years they've had issues with dogs – two bites last year, one bite this year. Ms. Leckie noted that of the 12 little leagues in the area, 7 have no dogs allowed policies, with the other 5 considering it. For the safety of the children, she's asking for a ban just during Little League games and practices.

6. Consent Agenda

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

7. Unfinished Business

A. Waste Hauling Contract, Republic Services – approval. The current contract with Republic ends on 6/30/19, and they were the low bidder for the coming year. City Hall hasn't heard back yet about Commissioner questions from last meeting. Moved by Commissioner Heasley, supported by Commissioner Fooy to table until 6/17/19. **Motion carried.**

8. New Business

A. MEDA 2019 Annual Meeting – approval. City Manager Stoddard had asked to attend this conference in Marquette from August 13-16, 2019. Moved by Commissioner Emmons, supported by Vice Mayor Jordan, to approve the travel expenditures related to the conference. **Motion carried.**

B. KCBRA Agreement to Assume Administrative Functions - approval. Mayor Britigan explained that any of the fees involved will come from the tax monies collected on the brownfield properties. Attorney Soltis noted that the agreement is straightforward, and makes sense as the County has more resources to tap. Moved by Commissioner Bagley, supported by Commissioner Fooy to approve the KCBRA Agreement and authorized the City Manager to execute all documents related to the agreement. Roll Call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

C. Resolution to Prohibit Dogs and Smoking during Little League – approval. Questions arose about liability and enforcement. Attorney Soltis explained that the City has no liability here, people are responsible for their own (and their pets') actions. He added that Little League does not

have authority to make rules for the park. Discussion ensued regarding the area involved. It was noted that signage will be worked out between Little League and the City Manager.

**CITY OF PARCHMENT
KALAMAZOO COUNTY, MICHIGAN**

**RESOLUTION PROHIBITING DOGS AND SMOKING WITHIN THE
BOUNDARIES
OF THE LITTLE LEAGUE COMPLEX WHEN THE LITTLE LEAGUE PLAYS
GAMES OR HAS PRACTICES AND TO POST SIGNS ACCORDINGLY**

Minutes of a regular meeting held by the Parchment City Commission on June 3, 2019, at the Parchment City Hall.

Present: Britigan, Jordan, Bagley, Emmons, Evans, Heasley, Fooy
Absent: None

The following preamble and resolution were offered by Vice Mayor Jordan and supported by Commissioner Heasley.

WHEREAS, Chapter 42, Article IV, Section 42-153 of the Parchment City Code of Ordinances permits the City Commission to make rules and regulations pertaining to the conduct in and use of the park as necessary to protect the health, safety and welfare of the public; and

WHEREAS, it has been brought to the attention of the City that there have been situations where dogs have bitten children during Little League games and/or practices; and

WHEREAS, because Little Leaguers are minors, there should be no smoking, including vaping, in and around Little League games and practices for the health of the Little Leaguers; and

WHEREAS, the City Commission desires to make certain rules and regulations pertaining to dogs and smoking in and around the Little League ball diamonds during games and practices.

NOW, THEREFORE, BE IT HEREBY RESOLVED that no dogs, leashed or unleashed, except service dogs, shall be permitted within the boundaries of the Little League complex (as defined by perimeter fencing) during games and/or practices.

BE IT FURTHER RESOLVED that there shall be no smoking, including vaping, within the boundaries of the Little League complex (as defined by perimeter fencing) during games and/or practices.

BE IT FURTHER RESOLVED that signage prohibiting dogs, except service dogs, and smoking, including vaping, within the boundaries of the Little League complex (as defined by perimeter fencing) during games and practices shall be placed in the area notifying the public of these prohibitions.

BE IT FURTHER RESOLVED that violation of the regulations set forth herein shall be deemed a municipal civil infraction punishable as set forth in Chapter 42, Article IV, Section 42-157 of the City of Parchment Code of Ordinances.

Roll Call was as follows:

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

RESOLUTION DECLARED ADOPTED.

D. Resolution to Establish the 2019 Millage Rate – approval. City Treasurer Stutz reported that there is no change in the millage rate from last year, and that this millage supports the budget that the Commission passed at last meeting.

Resolution to Establish the 2019 Millage Rate

At a regular meeting of the City Commission of the City of Parchment held on Monday, June 3, 2019 the following millage resolution was offered by Commissioner Heasley and supported by Vice Mayor Jordan.

WHEREAS, the City of Parchment Board of Review has completed its review and correction of the Assessment Roll for 2019; and

WHEREAS, said Assessment Roll shows the taxable value of all real and personal property in the City of Parchment subject to general Ad Valorem taxation to be as follows:

REAL PROPERTY	\$39,932,269
PERSONAL PROPERTY	1,853,000
TOTAL ASSESSMENT ROLLS	\$41,785,269

WHEREAS, the City Commission has adopted a budget for the 2019-20 fiscal year which will require the levy of 16.7239 mills in order to adequately fund the operations of the City of Parchment; and

WHEREAS, the City Commission has complete authority to establish that 16.7239 mills be levied in 2019 for operating purposes; and

WHEREAS, the City Commission of the City of Parchment did hold a public hearing Monday, May 20, 2019 at which time the property tax millage rate proposed to be levied to support the proposed budgets was a subject of that hearing.

NOW THEREFORE BE IT RESOLVED, that by the authority granted by the City Charter, Chapter IX, Section 9.1, the millage rate for 2019 is hereby set at 16.7239 mills to be levied against each dollar of Taxable Value of Real and Personal Property within the City of Parchment for general operating purposes.

BE IT FURTHER RESOLVED, pursuant to the authority of Parchment City Charter, Chapter IX, Section 9.6 the City Clerk is hereby directed to certify to the Assessor the total amount of \$744,100 to be raised by taxes.

FURTHER, when extensions have been made by the Assessor, that the City Assessor, pursuant to City Charter, Chapter IX, Section 9.8, shall execute the necessary warrant directing the City Treasurer to collect the tax set forth in said warrant, and that same when collected be credited to 2019-2020 GENERAL OPERATIONS in the amount of \$744,100.

The roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Resolution declared adopted.

E. Kalamazoo Township Fire Department – Fire Chief Contract Renewal. Per Chief Obreiter, the contract is the same as the current one. He told the Commission he appreciates the opportunity to serve the Parchment community, that the township isn't looking to make money off of the deal – it “just covers costs”, that it guarantees a chief or assistant chief on site. He noted that he thought the agreement has gone well the past six months, with the 8 Parchment firefighters who are dedicated to serve. Mayor Britigan commented that he thought it's a great relationship as well, morale is high, and we are training leaders for the future. Moved by Commissioner Heasley, supported by Commissioner Evans to approve the contract renewal with Kalamazoo Township Fire Department and authorize the city Manager to execute all documents related to the matter. The roll call vote was as follows:

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

Motion Carried 7-0.

F. Fire Department purchase of boots and helmets – approval. Chief Obreiter explained that the 9 existing helmets are 16 years old with a 10 year expected life and are in various states of disrepair. The 8 pairs of boots are also in poor condition, and do not fit properly. The Chief added that there are no vendors in the area who provide these specialty items and the best bid he received was from Moses Fire Equipment of Lawrence, MI for \$5334.56; funds would be coming from the current year budget. Moved by Commissioner Fooy, supported by Commissioner Emmons to approve the purchase of helmets and boots from Moses Fire Equipment in the amount of \$5334.56 and authorize the City Manager to execute all documents related to the matter. The roll call vote was as follows:

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

Motion Carried 7-0.

G. Reaffirmation of CCTA Participation – approval. Mayor Britigan noted that in order to change, the Commission would need to “opt out” and that would mean losing bus services. Commissioner Fooy asked about new routes and participation, whereby Mayor Britigan said he would invite the CCTA to report to the Commission. Moved by Commissioner Fooy, supported by Vice Mayor Jordan to reaffirm the City of Parchment’s participation in the CCTA. **Motion carried.**

H. City Manager Contract Renewal – approval. Mayor Britigan gave a brief overview of City Manager Stoddard’s review with strengths and weaknesses established. The Commission had offered her a 3 year contract, with a \$3600 yearly increase and additional week of vacation. City Manager Stoddard countered with a \$5000 raise over two years, the ability to accrue 2 weeks of vacation year to year, the ability to terminate in the third year at any time. Discussion took place regarding each section of the contract, with the Commission voting along the way. Moved by Vice Mayor Jordan, supported by Commissioner Heasley to authorize Mayor Britigan to negotiate the contract as discussed – with 1 week of vacation accruable or cash out option. **Motion carried.** Moved by Vice Mayor Jordan, supported by Commissioner Evans to extend the City Manager’s existing contract under the current terms until such time that a new contract can be negotiated and approved. **Motion Carried.**

9. Standing Board and Committee Reports

A. Mayor Britigan reported that KATS Policy Committee approved the TIP for 2020-2023 which included Riverview Drive between Parchmount and G Avenue, if funding is available for 2022.

10. Citizen Comments

Mike Conner, 1150 Parchmount, stated that in the last two years, he hasn’t seen the City Manager abuse her vacation time, and based on his interactions with her would be surprised if she did so in the future.

Dodi Leckie, 3820 Pinto, said it was nice to watch the negotiations from another point of view, adding that she appreciates the Commissioners’ service. She went on to say that Little League celebrated its 65th year this year, with updated bathrooms and new benches being added. Ms. Leckie announced that they have raised enough money to begin the lower ball diamond project, but will continue fundraising. And lastly, the season ends June 15, but will be hosting some All Star games.

Wendy Borgais, 5357 Collingwood, was in attendance to ask the Commission to consider reimbursing her for water hookup that took place in the fall of 2018. She explained that her neighbors are going to be hooked up at no cost and feels it’s the right thing to do.

11. Mayor and Commissioner Comments

Commissioner Heasley said he went through the park Sunday during games and that the baseball complex looks spectacular.

Commissioner Fooy commented that he's a big fan of the City Manager and that we should do our best to keep her here in Parchment as long as we can. He thanked all for their input.

Commissioner Bagley thanked everyone for attending.

Vice Mayor Jordan echoed thanks, adding praise and appreciation to Ms. Leckie for their work at Little League.

Mayor Britigan agreed that our Little League fields are a jewel; he then announced that the City is part of the Parchment/Cooper Township Exposure Assessment (related to PFAS) and will be looking for future citizen involvement.

12. City Manager Comments/Reports

None.

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 9:02 p.m.

Shannon Stutz
City Clerk