

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY APRIL 6, 2020.

1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to Coronavirus shutdown) at 7:06 p.m.

2. Roll Call.

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Bagley, Emmons, Evans, Fooy, and Madaras. City Manager Stoddard, City Treasurer/Clerk Stutz; Attorney Soltis, Deputy Clerk Smith.

Absent: None.

3. Minutes

Moved by Commissioner Bagley, supported by Commissioner Emmons to approve the amended Minutes of the March 16, 2020 Regular Meeting. Roll call vote was taken due to online meeting format.

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

4. Additions or changes to the agenda.

Correction of typo in New Business A, per City Manager Stoddard. Add New Business- D Budget Presentation. Moved by Commissioner Fooy, supported by Commissioner Emmons to accept the agenda. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Vice Mayor Jordan, supported by Commissioner Bagley to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

None.

8. New Business

A. MDOT Contract for Commerce Lane - approval. Per City Manager Stoddard, this authorizes the city to accept federal funds that are available for this road only, Mosel to Riverview. Questions asked and answered included the following: engineering costs are not included in the estimate of \$35,000, work is scheduled to be complete by July 1 if it is considered “necessary” by Governor Whitmer’s executive order, funds are budgeted in the Major Streets fund (1/2 in YE 2020, ½ in YE 2021), Prein & Newhof costs should be enumerated by June 1. Moved by Vice Mayor Jordan, supported by Commissioner Evans to approve the MDOT Contract 20-5161, Job number 206262CON Commerce Lane from Mosel to Riverview Drive. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

B. Agreement with City of Kalamazoo to Pave Parchmount from Riverview to Orient – approval. Mayor Britigan explained that as the City of Kalamazoo has finished working on replacing lead service lines, road repair is next. The City of Kalamazoo has decided it is easier with a better result if they mill down and repave Parchmount from Riverview Drive east to Orient. City Manager Stoddard added that because Kzoo owns their own equipment that their work will be cheaper than other bids/estimates we’ve been given - \$40,000 for Riverview to Orient by Kzoo, approximately \$110,000 for equivalent by others. Monies would come out of the Major Streets Fund. City Manager Stoddard noted that due to limited staff, the cost projections were provided, and will include manhole and storm drain connections as well, per James Baker. Moved by Commissioner Emmons, supported by Vice Mayor Jordan to approve the project to mill and repave Parchmount from Riverview to Orient for not more than \$40,000, authorizing the City Manager and Clerk to sign all necessary documents. Roll call vote was as follows:

Ayes: Bagley, Britigan, Emmons, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: None.
Abstain: None.

Motion Carried 7-0.

C. Agreement with City of Kalamazoo to Pave Riverview from 100' south of G Avenue, through Oak Grove – approval. City Manager Stoddard explained that this is similar to the Parchmount agreement in that it would be harder for workers to complete “jigsaw” work than re-mill all of it. She also noted that DPW Superintendent Phil Wolthuis made sure that Kalamazoo would include the “dip” in the road at Oak Grove. Work schedule is TBD, as Kalamazoo is working with ½ crew, but she has been told that it will happen this year. Commissioner Fooy commented that he thought it was a good opportunity for us to take advantage of good pricing. Commissioner Bagley praised it as well, saying he was glad the “fault line” would be included. Moved by Commissioner Fooy, supported by Commissioner Bagley to approve the project to mill and repave Riverview from 100' south of East G Avenue through Oak Grove for not more than \$60,000, authorizing the City Manager and Clerk to sign all necessary documents. Roll call vote was as follows:

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

Motion Carried 7-0.

D. Budget Presentation. Mayor Britigan explained that working on the budget is a process, and reminded everyone that a workshop is scheduled for after the April 20 regular commission meeting. City Manager Stoddard gave an overview of the proposed budget for 2020-2021, attempting to touch all areas of the Commission's concern with limited funds. She then thanked her staff for putting the budget together.

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Madaras noted she is excited to see road work done.

Commissioner Emmons agreed, adding that the City of Kalamazoo is doing a great job.

Commissioner Bagley had a question on the fire department, wondering how the change has been going? Has the fire rating been changed?

Commissioner Evans said she's been watching the park, commenting that people have been careful, no big groups. City Manager Stoddard noted that bathrooms remain closed, and staff is using a kid-friendly disinfectant on playgrounds each morning.

Commissioner Fooy asked about the status of the Glendale water main? And whether the \$450,000 that Representative Beth Griffin has requested is headed our way? City Manager Stoddard advised that she has not heard back yet regarding the status of that money.

Mayor Britigan mentioned that the Governor vetoed \$80 million in projects, unfortunately including the preliminary engineering study for the connection to US 131. He then reminded everyone to Stay Home, Stay Safe.

11. City Manager Comments/Reports

City Manager Stoddard reported that she gets updates from the County each week, adding that the next 3 weeks are critical, and encouraged all to follow the Governor's executive order. City Hall is closed to the public, with staff taking turns being in the office answering phones and taking care of business. DPW staff is divided as well, but still functioning. Yard waste has been discontinued by Republic, but brush and leaf pickup is still on for April 20, just taking longer to complete. She added that we will be posting updates to our website and our Facebook page, and invited all who had questioned or concerns to call City Hall to discuss with her.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Madaras and supported by all to adjourn the meeting at 8:03 p.m.

Shannon Stutz, City Clerk