

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY JULY 20, 2020.

1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to Coronavirus shutdown) at 7:00 p.m.

2. Roll Call.

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Bagley, Emmons, Fooy, and Madaras. City Manager Stoddard, City Treasurer/Clerk Stutz.

Absent: Evans.

Moved by Commissioner Bagley, supported by Commissioner Fooy to excuse the absence of Commissioner Evans. **Motion Carried.**

3. Minutes

Moved by Commissioner Emmons, supported by Commissioner Bagley to approve the Minutes of the June 15, 2020 Regular Meeting. Roll call vote was as follows:

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

Nays: None.

Absent: Evans.

Abstain: None.

Motion Carried 6-0.

4. Additions or changes to the agenda.

Remove item 6.viii; move item 6.ix. to 8.C; in 8.B. add Resolution to Terminate the Brownfield Plan. Moved by Commissioner Emmons, supported by Vice Mayor Jordan to accept the revised agenda. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to receive the revised consent agenda items.

Roll call vote was as follows:

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

Nays: None.

Absent: Evans.

Abstain: None.

Motion Carried 6-0.

7. Unfinished Business

None.

8. New Business

A. Rate Committee Recommendations for Sewer Surcharge Increase - approve. Vice Mayor Jordan began by discussing the nature of the sewer surcharge, that it is usage related, and the sewer agreement with the City of Kalamazoo. He explained that while Baker Tilly is doing a Capital Improvement Plan study that will lay out our future plans, we are already aware that revenues are not covering costs in the Sewer Fund. He noted that the rate committee discussed the increase, saying that the 35% increase equates to an average \$4 per month for residents, and that seems reasonable. Commissioner Bagley asked how the percentage was calculated and whether it could be reduced in the future. City Treasurer Stutz explained that the percentage is based on yearly expenses divided by recent usage and only *just* covers the expenses. She added that the rate committee is to consider rates on an annual basis. Moved by Commissioner Fooy, supported by Commissioner Madaras to increase the sewer rate charged (via the City of Kalamazoo) to 35% of water usage. Roll call vote was as follows:

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

Nays: None.

Absent: Evans.

Abstain: None.

Motion Carried 6-0.

B. Public Hearing for the Brownfield Plan LC Howard Spec Building. Mayor Britigan started by saying that portions of the paper mill are being redeveloped to LC Howard warehouse facilities, and want to be enveloped into a new Brownfield plan, per the memo from Envirologic in the handout.

Moved by Commissioner Bagley, supported by Vice Mayor Jordan, to open the floor for public hearing at 7:24 pm. **Motion Carried.**

Mayor Britigan noted there were no comments.

Moved by Commissioner Bagley, supported by Commissioner Emmons to close the public hearing at 7:25 pm. **Motion Carried.**

Mayor Britigan began discussion by noting that the reimbursement agreement is not an action item because it has not yet been approved by their authority. Commissioner Fooy asked what LC Howard's motivation is in removing one parcel from our Brownfield and moving it to a new BRA, as well as mentioning that he didn't want any properties off our tax rolls. LC Howard Attorney Steve Sielatycki explained the tax implications are only on any increase in value – the current rate of taxes would still be received by the City and other entities. That increase in tax is what's retained by the Brownfield Authority to be used for "eligible activities". He also noted that the new building straddles the two parcels. David Stegink, LC Howard representative, added that currently the project is straddling two different parcels, which creates difficulty in cost tracking and reimbursement, etc. City Attorney Soltis noted there was no reason not to combine the parcels, but added that he had questions regarding the length of the BRA agreement – the years on different documents need reconciling. Commissioner Madaras asked what the City's benefit is to the agreement. Mr. Sielatycki explained that moving forward there will be 15 new jobs, and that at the end of the agreement, the local community can capture 5 years to further other future Brownfield projects. He added that MEDC is supportive of the project. Mayor Britigan expressed his concern in giving up revenue to the general fund.

Moved by Commissioner Fooy, supported by Commissioner Bagley, to table the Resolution Approving a Brownfield Plan until the next meeting. Roll call vote was as follows:

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

Motion Carried 5-1.

Resolution to terminate Brownfield Plan for specific property. Attorney Soltis explained that this is particular to one specific parcel, which is currently within the 2009 Brownfield plan. This termination carves out one property in advance of moving it to a new authority. He then noted he would like to see the documents have the parcel ID included to reduce confusion. Moved by Commissioner Fooy, supported by Commissioner Bagley, to table the Resolution Terminating the Brownfield Plan until the next meeting. Roll call vote was as follows:

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

Motion Carried 6-0.

C. Kindleberger Park Stage Reservation, Bennett Book Signing – approve. City Manager Stoddard explained that the event is a public event with unknown participants, estimated between 25 and 100; she then shared details of her conversation with the event coordinator. The Mayor expressed his concern about it being a public event, and reminded everyone that the Kindleberger Summer Festival was canceled over concerns for public health. Vice Mayor Jordan agreed, saying he had concerns about distancing. Commissioner Bagley suggested having handouts prior to the event saying they were following the state mandate. Moved by commissioner Fooy, supported by Vice Mayor Jordan, to reject/deny the Bennett application to reserve the stage. Roll call vote was as follows:

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

Motion Carried 4-2.

9. Citizen Comments

Mike Conner, 1150 Parchmount, stated his concern that people using the park were not adhering to the Governor's Executive Order to socially distance and wear masks.

Jen Strebs, Kalamazoo Township Trustee, commended the Commission for its service, and keeping the community safe. She noted she's running for County Commissioner for the region that includes Parchment.

10. Mayor and Commissioner Comments

Commissioner Bagley asked about the water leaking on Thomas, wondering if we are liable if slippery.

Commissioner Madaras thanked city staff for the Mill tour, saying it gave her good perspective seeing everything in person.

Commissioner Emmons also went on the tour and thanked staff.

Commissioner Fooy expressed his view that he wants to give LC Howard advantages, but not at great cost to the City. He's concerned about our General Fund. He added that he's proposing a task force to look at properties on our southern border and whether we could annex them. He then expressed his sorrow at the passing of friend and former Commissioner Don Banner.

Vice Mayor Jordan added his condolences to the Banner Family, as well, saying Don was a huge part of the Parchment family, and his passing is a great loss to the community.

Mayor Britigan echoed VM Jordan's comments, adding that Don served on the Commission from 1995-2011, including as Vice Mayor. "He will be missed", and thoughts and prayers are with the Banner family. The Mayor then announced that we will be hearing more about PFAS exposure and health studies that will be taking place in the near future, be on the lookout for flyers and other information.

11. City Manager Comments/Reports

City Manager Stoddard said that she will have a bit more information on the two PFAS studies in the next newsletter. She then reported on an explosion at the substation which caused issues at the Epic plant last Saturday, explaining that a fuse blew at the substation. There was a second explosion shortly thereafter, and according to Chief Obreiter, there were no injuries and minimal damage. The City Manager then added that private gatherings outdoors are still within the Governor's guidance. She said newsletter input was welcome, then she invited all who had questions 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 8:30 p.m.

Shannon Stutz, City Clerk

I, Shannon Stutz, the undersigned, the fully qualified Clerk of the City of Parchment, State of Michigan, do hereby certify that the foregoing is a true and complete story of the minutes for the regular meeting of the City Commission on July 20, 2020 that were adopted by the City of Parchment City Commission at a regular meeting held on the 3rd day of August, 2020.

IN WITNESS THEREOF, I have hereunto set my official signature this 14th day of August, 2020.

Shannon Stutz, Clerk/Treasurer
City of Parchment