

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY APRIL 19, 2021.

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 (at 5200 E Cork St.), Vice Mayor Jordan (at 904 Parchmount), Commissioners Bagley (at 1606 East G Ave), Conner (at 1150 Parchmount), Evans (at 221 Espanola), Fooy (at 415 E Glenguile), and Madaras (at 815 Parchmount). City Manager Stoddard, Clerk Stutz, Attorney Soltis, DPW Superintendent Phil Wolthuis.

Absent: None.

3. Minutes

Moved by Commissioner Conner, supported by Commissioner Evans to approve the minutes of the April 5, 2021 Regular Meeting. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

4. Additions or changes to the agenda.

Add 6.X. February Credit Card Statement. Moved by Commissioner Conner, supported by Commissioner Madaras to approve the agenda as changed. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

5. Citizen Comments – Items ON the Agenda

Cheryl Lyon-Jenness, 294 Glendale, wanted to note her support of allocating funds to the KVP Admin building for several reasons. 1) The building (not the annex) is a concrete link to the history of the town – linking a cherished past to a sustainable future. 2) The building was built to last. 3) The building is of real interest – designed by a local architect with possible ties and interesting similarities to Frank Lloyd Wright buildings.

Sandy Bliesener, 260 Parchmount, is also in favor of shoring up the admin building, especially for safety and security reasons. She believes it would be a show of support to Greg Terrell and all of the positive things he's doing with his property, not to mention getting the property ready for potential buyers.

Rhonda Steck, 295 Park, agreed with both previous comments, and is supportive of spending money on the admin building.

6. Consent Agenda

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

Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

7. Unfinished Business

A. Amendment of Conditional Rezoning to the Zoning Ordinance, no. 219 – Second Reading, Adoption. Per Attorney Soltis, this allows for the city to grant a condition where current zoning would be changed, and the approval would run with the use of the property, not the land or the owner. Revocation would be on commission action. The rezoning would have to be initiated by the property owner, and once changed would be recorded at the Register of Deeds. Moved by Commissioner Fooy, supported by Commissioner Madaras to approve the Second Reading of the Amendment of Conditional Rezoning to the Zoning Ordinance, no. 219 as presented. Roll call vote was as follows:

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

Nays: None.
Absent: None.
Abstain: None.

Motion Carried 7-0.

Mayor Britigan noted this was a great opportunity for the city to generate flexibility within the current ordinances.

Moved by Commissioner Bagley, supported by Commissioner Evans to adopt the Amendment of Conditional Rezoning to the Zoning Ordinance, no. 219 as presented. Roll call vote was as follows:

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

Motion Carried 7-0.

8. New Business

A. Recommendation of Rate Committee, Sewer Surcharge rate– approve. Vice Mayor Jordan reported that even without the needed improvements to the sewer infrastructure as cited in the SAW grant work and CIP an increase in the rate would be necessary just to cover current costs. He noted the average Parchment customer would see an increase of about \$0.60 per day or \$53 per quarter increase. Discussion took place. Moved by Commissioner Evans, supported by Commissioner Madaras to approve an increase of the City of Parchment’s sewer surcharge to 155% to be put on the City of Kalamazoo’s October 1, 2021 quarterly water/sewer bill (July usage). Roll call vote was as follows:

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

Motion Carried 7-0.

B. Recommendation of the Compensation Committee, Mayor/Commissioner Compensation – approve. The compensation committee noted that it’s been over 20 years since the rate was increased. City Manager Stoddard explained that the increase would relate to regularly scheduled commission meetings, not committee meetings. Commissioner Bagley asked that the Vice Mayor be paid at the Mayoral rate if tasked to run the meeting in the Mayor’s absence. Moved by Commissioner Bagley, supported by Commissioner Conner, to approve paying commissioners \$50 per meeting and the mayor (and vice mayor if necessary) \$75 per meeting effective with the first meeting in July, 2021. Roll call vote was as follows:

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

Motion Carried 7-0.

C. Admin Building, Securing Structure - approve. Mayor Britigan described the building as being in a state of disrepair, unsafe, and the city wanting to mitigate any further damage. City Manager Stoddard said that vandals had done considerable damage to the property, and the quote given by Van Dam and Krusinga is to properly board up the building in a manner and with materials that would make it very difficult for vandals to enter. DPW Superintendent Phil Wolthuis noted that ¾” untreated plywood would be used on the bottom windows, and ½” on the others. He said we were still waiting for estimates on the roof. Commissioner Madaras asked about other bids, City Manager Stoddard noted that bids were sought from multiple vendors, but only this one was received. Discussion regarding lumber pricing, vagrants in the mill, and the roof took place. Moved by Commissioner Bagley, supported by Commissioner Madaras to approve securing the low level windows (including the two eastern windows) by Van Dam & Krusinga for \$3600 and have DPW do roof repairs and authorize the City Manager to execute all documents related to this action. Roll call vote was as follows:

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

Motion Carried 5-2.

D. Stenberg Wedding, request for food truck and dance floor - approve. Per City Manager Stoddard, the wedding in question is scheduled in the gazebo for June 27. The bride asked to put a dance floor onto the grass and also to have a food truck (from the Fountains) park nearby – basically where food trucks park during the festival. Discussion regarding damage to grass and the number of other events booked all summer long. Moved by Commissioner Bagley, supported by Commissioner Evans to approve the food truck use, but deny the dance floor in the park. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

9. Citizen Comments

Cheryl Lyon- Jenness, 294 Glendale, said she was hoping people noticed the good news regarding approval of grant proposals. She said 80 were submitted, 14 were awarded, with 2 being for Parchment. One is for the trestle, the other is building an urban wildlife corridor to D Avenue.

Rhonda Steck, 295 Park, asked where she could find the city's ordinances. (online at www.parchment.org)

10. Mayor and Commissioner Comments

Commissioner Madaras asked when the bulk trash date is. (August 17)

Commissioner Conner asked if the bulk trash date could be moved back to the spring.

Commissioner Evans also wanted bulk trash to be in the spring.

Commissioner Bagley thanked DPW for keeping the mill fence in repair.

Vice Mayor Jordan thanked DPW Superintendent and Cheryl Lyon- Jenness for their information tonight.

11. City Manager Comments/Reports

City Manager Stoddard invited all to the Riverbank cleanup on Commerce Lane on May 1, and then said anyone who has questions or concerns to call and discuss them with her. She is happy to meet via zoom or in person with 6 feet of distance.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Conner and supported by all to adjourn the meeting at 8:53 p.m.

Shannon Stutz, City Clerk