

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY OCTOBER 5, 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, Evans, Fooy, and Madaras. City Manager Stoddard, City Treasurer/Clerk Stutz.

Absent: Commissioner Emmons.

3. Minutes

Moved by Vice Mayor Jordan, supported by Commissioner Fooy to approve the minutes of the September 21, 2020 Regular Meeting. Roll call vote was as follows:

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

Nays: None.

Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

4. Additions or changes to the agenda.

Add 8F. Emergency Telephone Pole purchase, and 8G. Parchment High School Parade. Moved by Commissioner Bagley, supported by Commissioner Evans to accept the changes. Roll call vote was as follows:

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

Nays: None.

Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to receive the consent agenda items. Roll call vote was as follows:

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

Nays: None.

Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

7. Unfinished Business

None.

8. New Business

A. Resignation letter from Commissioner Chester Emmons – receive. Mayor Britigan read Commissioner Emmons' resignation letter, noting it was graciously submitted and effective immediately. It was noted that Chester's work schedule has prevented him from fulfilling his duties. Moved by Vice Mayor Jordan, supported by Commissioner Evans to accept the resignation effective immediately. **Motion Carried.**

Discussion ensued regarding how to fill the vacant seat, especially since Michigan law supercedes our charter regarding when to hold an election. Attorney Soltis noted that the Commission must appoint someone within 45 days. Commissioner Evans reminded all about how she came to the body, and stated that she thinks the Commission should do the same. Mayor Britigan noted that appointing a commissioner stays within the framework described, and allows receiving letters of interest and an interview process. Moved by Commissioner Evans supported by Vice Mayor Jordan to accept letters of interest from the public until 5 pm October 26, 2020 for the purpose of appointing someone to complete Commissioner Emmons' term. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 6-0.

B. MEMAC Agreement with Emergency Management – approve. City Manager Stoddard reminded commissioners of a presentation by the County Emergency Operations center at a January meeting where they explained about the agreement. In the past, the City of Parchment has been the only jurisdiction in the County who was not a party to it. Since January, FEMA and the State of Michigan have worked out and approved their differences, resulting in the agreement before the commission today. Adopting the agreement allows the city to leverage resources in times of crisis. Moved by Commissioner Bagley, supported by Commissioner Madaras to adopt the MEMAC Agreement with Emergency Management and authorize the Mayor to sign the document. Roll call vote was as follows:

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

Motion Carried 6-0.

C. Redevelopment Ready Community Resolution - approve. City Manager Stoddard explained that this action is not just a piece of paper, it makes the City eligible for grants from the MEDC. She noted that she, Cheryl Lyon-Jenness, and Sandy Bliesener all completed required training in order to take advantage of grant opportunities such as for projects within the mill. She mentioned that these are not large dollar grants but they require partnering within communities to show the City's desire to move forward. Moved by Commissioner Fooy, supported by Commissioner Evans to approve the Redevelopment Ready Community Resolution as written and authorize the mayor to sign. Roll call vote was as follows:

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

Motion Carried 6-0.

D. Access Agreement to the Waste Water Treatment Property – approve. This agreement was written by Attorney Soltis in order to allow clean up of the property adjacent to the River which is an EPA Superfund Site. Moved by Vice Mayor Jordan, supported by Commissioner Fooy to approve the access agreement as written and authorize the Mayor to sign the document. Roll call vote was as follows:

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

Motion Carried 6-0.

E. Kalamazoo County Intergovernmental Ambulance Agreement - approve. City Manager Stoddard explained that Fire Chief Obreiter brought this to her, basically stating that this agreement goes back to the 1980's and '90's in order to have a unified response for residents. Commissioner Evans noted that according to the firefighters, Life EMS has the best response times. Commissioner Bagley asked about the date on the rate sheet. Commissioners requested Chief Obreiter to attend the next meeting to answer questions. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to table the agreement until answers can be supplied by the Chief. Commissioner Fooy stated he wanted to take care of this now, not table it. Roll call vote was as follows:

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

Motion Carried 5-1.

F. Emergency Telephone Pole Purchase – approve. City Manager Stoddard explained about how repeated recent damage to a traffic light at Riverview and Parchmount is the result of the related pole leaning toward the street. DPW Superintendent Wolthus looked into the issue and relayed that the pole cannot be anchored any longer and replacement is urgent. He checked around, found out that the pole is the City's (not Consumers or AT&T) and thus our responsibility to replace it. The cost is \$14,475. Moved by Vice Mayor Jordan, supported by Commissioner Fooy to approve the purchase of the pole and authorize the City Manager to execute all documents related to the matter as well as to seek reimbursements from responsible parties. Roll call vote was as follows:

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

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

Motion Carried 6-0.

G. Parchment High School Parade request – approve. Student Council administrator Jodi McManus submitted the request in the hope that the group could safely and effectively conduct a parade on October 21 at 5pm. She mentioned that there were still many steps to get full approval but this was her first hurdle. Commissioner Madaras asked who would pay for costs related to Police and Fire presence and City Manager Stoddard replied that the Student Council is responsible. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the parade request as presented, and following restrictions within any existing Executive Order or Covid-related guidance by the state. Roll call vote was as follows:

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

Motion Carried 6-0.

9. Citizen Comments

Mike Conner, 1150 Parchmount, asked about the City's insurance policy and why staff doesn't know all of the coverage from memory.

10. Mayor and Commissioner Comments

Commissioner Bagley asked for an update on the Scottish Festival, the Bellisle lot, and ordinance reports. City Manager Stoddard noted that updates for all would be within the week.

Vice Mayor Jordan asked about follow up from Chief Ergang regarding ticket breakdown. City Manager Stoddard apologized saying she thought she had sent them, and would resend.

Mayor Britigan noted that the Michigan Strategic Fund awarded Act 381 work plan monies to LC Howard to help reimburse them for the project on the mill site. He then reported that the budget passed for the State of Michigan included money for the preliminary engineering costs for the 131 Business loop interchange. The Mayor then gave a presentation regarding the Gull Road/G Avenue roundabout – work to begin in June 2021. Renderings are available on the KATS website. He then said that he's sure the City Manager will keep everyone updated on any Open Meetings Act news.

11. City Manager Comments/Reports

City Manager Stoddard noted that the County health officer declared an "Epidemic Order" and to maintain current practices – physical distancing, mask wearing, etc. She invited all who had questions or concerns to call 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 8:33 p.m.

Shannon Stutz, City Clerk