



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

May 2, 2022

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice Mayor Thomas Jordan

Commissioner Holly Evans

Commissioner Tammy Cooper

Commissioner Robin Madaras

Commissioner Doug Fooy

Commissioner Michael Conner

Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes

From the City Commission Meeting of April 18, 2022

5. Additions/Changes to the Agenda - Approval

6. Citizen Comments – Items ON the Agenda

If you wish to comment regarding items ON the agenda, please follow the format below:

- *State your name and address for the records*
- *You are allowed up to 5 minutes for your comments*
- *Please let us know if you require special accommodations by notifying the Clerk*

- *Reminder: You will be making a statement, without discussion from the Commission. You are always welcome to make an appointment with the City Manager to further discuss your comments.*

7. Consent Agenda

Items on the consent agenda will be dealt with one vote by the City Commission unless a Commissioner requests an item be dealt with individually.

Motion to RECEIVE OR APPROVE as indicated:

- i. Warrant No.1462 – action
- ii. Kindleberger Park Reservation, Picnic Pavilion 5 – Roberts Grad Party - action
- iii. Kindleberger Park Reservation, Picnic Pavilion 5 – Onderlinde Shower - action
- iv. Planning Commission Meeting Minutes, January 26, 2022 – receive
- v. KATS Policy Minutes, march 30, 2022 - receive

8. Unfinished Business

- A. Public Safety Committee Memo, Police Service Contract w/TKPD, Chief Ergang – action

9. New Business

10. Public Hearing for the 2022-2023 Proposed Budget

11. Citizen Comments – Items ON or OFF the Agenda

Persons wishing to comment on items that are on/off the agenda are instructed to please follow the same format as Citizen Comments for items on the agenda.

12. Mayor and Commissioner Comments

13. City Manager Comments

14. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY APRIL 18, 2022.

1. Call to order

Mayor Britigan called the meeting to order at 7:00 p.m. The Mayor led everyone in the Pledge of Allegiance.

2. Roll Call.

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Cooper, Conner, Evans, Fooy, and Madaras, City Manager Stoddard, Treasurer/Clerk Stutz.

Absent: None.

3. Minutes

Moved by Commissioner Conner, supported by Commissioner Cooper to approve the minutes of the April 4, 2022 Regular meeting. **Motion Carried.**

4. Additions or changes to the agenda.

Moved by Vice Mayor Jordan, supported by Commissioner Madaras to approve the agenda as presented. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Questions by Commissioners were answered regarding specific items. Moved by Commissioner Cooper, supported by Commissioner Evans to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

None

8. New Business

A. 1. Memo from Rate Committee – receive. Mayor Britigan turned the floor over to Vice Mayor Jordan, who heads the rate committee. The Vice Mayor began by saying the committee met and had good discussions regarding the trash and recycling bids; the decision came down to price. The committee understands that Republic has fallen short in their service, and therefore asked the City Manager to work some remedies into the contract, including use of the call center, detailed monthly reporting, no automatic price increases without notice to the City Manager, and a stipulation for exiting the contract after one year if they don't measure up. Moved by Commissioner Fooy, supported by Commissioner Conner to authorize the City Manager to negotiate a 2 year contract (with Bulk Trash pick up in August 2022 and May 2023) with Republic Services including the mentioned issues. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

Motion Carried 7-0.

2. Election Worker Pay Rate – receive. Vice Mayor Jordan explained that the current rate of \$135 per day hasn't changed in years, and that Clerk Stutz noted other municipalities pay \$165/day or more. She added that our "team" is fantastic, and Commissioner Madaras said they are "very deserving". Moved by Commissioner Conner, supported by Commissioner Madaras to raise the election worker pay rate to \$160/day. **Motion Carried.**

3. Board of Review Pay Rate – receive. Vice Mayor Jordan noted that again, the pay rate hasn't changed in years, and the rate in the area exceeds \$75/day. Moved by Commissioner Cooper, supported by Commissioner Evans to raise the Board of Review pay rate to \$50/day. **Motion Carried.**

B. Memo from Public Safety Committee - action. Mayor Britigan asked City Manager Stoddard to give an overview of what the Public Safety Committee recommends regarding the Police Service Contract with Kalamazoo Township. She discussed survey results, the Request for Proposals sent to the County Sheriff and KTPD, and their replies. The PSC recommended that the City Commission agree to contract for police services with KTPD for 7/1/22 – 6/30/24. City Manager Stoddard asked Commissioner Conner if he had anything to add, and he gave his personal feelings, which differed from what was recommended. Discussion regarding what to include in the contract took place. Vice Mayor Jordan noted that he's satisfied with our current level of service; Commissioner Cooper disagreed. Commissioner Madaras said she knows we can't afford to create our own department, and hasn't had issues with KTPD, but would like a bit more visibility. She added that

she likes to see their reports because it's obvious people can't see everything they're doing all the time. Mayor Britigan asked if there would be another option where one shift is dropped from KTPD coverage to be covered by the Sheriff's dept. Moved by Commissioner Fooy, supported by Commissioner Cooper to table the discussion in order to allow City Manager Stoddard to have a discussion with Chief Ergang. **Motion Carried.**

C. Parks and Recreation Committee - action. Mayor Britigan explained that the approved Parks and Recreation Master Plan calls for the creation of a "volunteer committee to coordinate decisions related to the city's recreational resources". This group will implement a Work Plan being developed by the Planning Commission and approved by the City Commission. He then recommended the following residents be appointed to serve on this committee: Sandy Bliesener, Cheryl Lyon-Jenness, Dennis Collison, Andy Sanford, and Holly Evans. Moved by Commissioner Madaras, supported by Commissioner Conner to approve the appointment of these five individuals to the Parks & Recreation Volunteer Committee. **Motion Carried.**

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Cooper said she was looking forward to further police talks.

Commissioner Fooy voiced his support of the KTPD, saying there are issues around the country, and he feels that our department is "top notch" as evidenced by Lt Jackson being selected for FBI training.

11. City Manager Comments/Reports

City Manager Stoddard stated that she is looking forward to the joint meeting next week (Wed Apr 27), saying she think it's a good night of learning. She then invited anyone who has questions or concerns to call and discuss them with her.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Cooper and supported by all to adjourn the meeting at 8:17 p.m.

Shannon Stutz, City Clerk



City of Parchment
 Check Register Report
 Warrant 1462

Check #	Check Date	Vendor Name	Description	Amount
Bank POOL CENTRAL CHECKING				
36955	04/19/2022	BS & A SOFTWARE	SOFTWARE SETUP, TRAINING, PERSONNEL MANAGE	7,835.00
36956	04/19/2022	CHRISTINE WHITFIELD	GAZEBO RENTAL 08/27/22 - OVERCHARGE	100.00
36957	04/19/2022	COMPANION LIFE	LIFE & AD&D INS - APRIL	57.00
36958	04/19/2022	CONSUMERS ENERGY	TRAFFIC, STREET LIGHTS	2,751.66
36959	04/19/2022	ENGINEERED PROTECTION SYSTEMS	SERVICE TO REPLACE DAMAGED ALARMNET-MAIN	523.39
36960	04/19/2022	FORD, KRIEKARD, SOLTIS & WISE	MARCH 2022 Gen'l \$1412.50; Police \$262.50	1,675.00
36961	04/19/2022	KALAMAZOO CITY TREASURER	Water bill CITY HALL 1/4 TO 3/25/22	136.28
36962	04/19/2022	KALAMAZOO OIL CO.	FUEL CHARGES-3/15 TO 3/30/2022	178.89
36963	04/19/2022	KNIGHT OF COLUMBUS COUNCIL 1616	REIMBURSEMENT OF BINGO LICENSE FEE	25.00
36964	04/19/2022	MLIVE MEDIA GROUP	ORDINANCE 222	164.44
36965	04/19/2022	NANCY STODDARD	Zoom Platform and MILEAGE-JAN-MARCH 2022	22.91
36966	04/19/2022	PREIN & NEWHOF	DECOMMISSION OF WTR PL; MS4 Stormwater; March	11,246.85
36967	04/19/2022	PURITY CYLINDER GASES, INC.	1/4LY CYLINDER RENTAL	49.00
36968	04/19/2022	REPUBLIC SERVICES #249	Citywide and DPW Pickup - APRIL	9,316.16
36969	04/19/2022	SBAM PLAN	EMPLOYEE INS - MAY 2022	10,566.27
36970	04/19/2022	SEVERANCE ELECTRIC CO INC	TRAFFIC SIGNAL MAIN-MARCH 2022	120.00
36971	04/19/2022	SHANNON STUTZ	MILEAGE-JAN-MARCH 2022	103.90

Kindleberger Park Reservation Form

___ **Sunken Garden/Gazebo** (\$250 non-resident/\$150 resident) (3 hour block)
\$100 deposit required

___ **Stage** (\$350 non-resident/\$200 resident) (3 hour block) \$100 deposit required

___ **Picnic Pavilion 1** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 2** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 3** (\$100 non-resident, \$50 resident) (4 hour block)

___ **Picnic Pavilion 4** (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 (\$100 non-resident, \$50 resident) (4 hour block)

Please contact if
this date and time
is not available.

Thank
You!

Name: Jelene Roberts Phone: 269-271-2279

Address: 5006 Coopers Landing Dr. Apt 3A Kalamazoo, MI 49004

Email: jeleneroberts27@gmail.com Alternate Phone: NA

Date of Event: 7-9-22 7-10-22 Time: 10:30-2:30
see attached

Type of event: Graduation Party

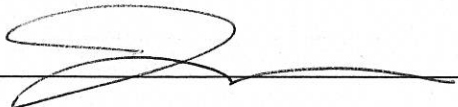
Approximate number of attendees: 30-40

Will there be music as part of your event? NO

Name of DJ, musical performer, sound technician: NA

Decorations, rental chairs/tents/tables? Describe: 2-3 folding tables

Name & address for deposit return: Please see above

Signature 

Date 4/10/22

This reservation form is your receipt, confirming your reserved area.
Should you experience any problem during your event, please contact the
Kalamazoo Township Police Department at 269-488-8911.

FOR INTERNAL OFFICE USE:

Application received by: LS Date: APR 13 2022

Payment amount received: \$100 Receipt # _____

Check # 1477 Cash _____ Credit _____

APPROVAL

Signature _____

Date _____

Kindleberger Park Reservation Form

Sunken Garden/Gazebo (\$350 non-resident/\$250 resident) (3 hour block)
Includes \$100 refundable deposit

Stage (\$450 non-resident/\$300 resident) (3 hour block) *Includes \$100 deposit*

Picnic Pavilion 1 Upper (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 2 Upper (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 3 Upper (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 4 Lower (\$100 non-resident, \$50 resident) (4 hour block)

Picnic Pavilion 5 Lower (\$100 non-resident, \$50 resident) (4 hour block)

Name: June Onderlinde Phone: 269 808 4494

Address: 130 Haymac Drive Parchment, MI 49007

Email: Junecharlies3@gmail.com Alternate Phone: _____

Date of Event: 6/25/22 Time: 1-5

Type of event: Shower

Approximate number of attendees: ~~200~~ 40-?

Will there be music as part of your event?

Name of DJ, musical performer, sound technician: _____

Decorations, rental chairs/tents/tables? Describe: _____

Name & address for deposit return: _____

June Onderlinde _____ 4/17/22
Signature Date

This reservation form is your receipt, confirming your reserved area. Should you experience any problem during your event, please contact the Kalamazoo Township Police Department at 269-488-8911.

FOR INTERNAL OFFICE USE:

Application received by: [Signature] Date: 4-18-22

Payment amount received: 950 Receipt # _____

Check # _____ Cash 440 Credit 410

APPROVAL

Signature Date

Planning Commission Meeting Minutes
January 26, 2022

1. **Call to Order at 6pm**
2. **Roll Call** – Chairperson DeBoer, Commissioners Lyon-Jenness, Dean, Tecca, Attorney Soltis, and City Manager Stoddard
3. **Approval of Minutes – November 30, 2021**
 - Motion by Bliesener to accept the minutes with corrections, second by Dean.
Roll call vote: All ayes
4. **Citizen Comments**
 - No comments
5. **Old Business - none**
6. **Public Hearing**
 - A. Conditional Rezoning of 116 S Riverview Drive from C-1, Central Business District, to C-2, Service Commercial District – Ordinance to amend the City Zoning map conditionally – action
 - Motion to open the Public Hearing from Lyon-Jenness, support by Kent DeBoer. All ayes. Motion approved
 - DeBoer opened up the hearing and asked if the attorney would explain what needed to be accomplished.
 - Attorney Soltis explained that the zoning map needed to be updated to show the documentation of conditional re-zoning. Because there was an amendment to the zoning ordinance, the Planning Commission (PC) had to update the zoning map. It will reflect what property has been conditionally rezoned from C-1 to C-2. The new map will have shading for the C-2 designation. This will be the last portion of the process, getting the agreement signed and recorded.
 - City Manager Stoddard stated there were no public comments received.
 - DeBoer asked if there was any other discussion
 - Motion to close the Public Hearing by Dean, supported by Tecca. All ayes. Motion carried.
 - The Public Hearing was closed.
7. **New Business**
 - A. Parks and Recreation Master Plan Projects Discussion
 - Lyon-Jenness said that she received an email from Commissioner Bliesener regarding her meeting with the Zoning Administrator (ZA) Rebecca Harvey. They had a discussion as to what to think about regarding the projects that were in

the Master Plan and who takes on the role of selection of projects. ZA Harvey stated that clearly the Planning Commission should not move projects forward.

This is the job of a Parks and Recreation Committee. A committee should be formed by the City Mayor and City Commission. Planning Commission members may be appointed to the Parks & Rec Committee. 3-5 projects should be planned for annually.

The Planning Commission could hold educational sessions 2-3 times a year in the absence of applications to the Commission. Also, zoning alignment with the City's Master Plan could be worked on. (A responsibility of the Planning Commission). In February, the PC should meet to elect the chairperson, provide a recap report for the City Commission, and to receive the goal setting from the Parks & Rec Committee.

- Lyon-Jenness reiterated what Bliesener had found out – The PC should not take on the role of fulfilling the Master Plan. The Parks & Rec Committee will bring projects to the PC for approval.
- Questions from the Commission members:
 1. Can PC members serve on the Parks and Rec Committee?
 2. Does the City Commission appoint PC members to do the work?
 3. What did the Mayor say regarding a Parks and Rec Committee?
 4. Would the ZA Harvey be instrumental in helping with the appointment of members to the Parks and Rec Committee?
 5. How many people serve on the Committee?
 6. Will PC members be included in the appointments?
 7. Will any Parchment Action Team members be included in the appointments?
 8. Who should serve?
 9. Could we get the steps of the process from ZA Harvey?
 10. Who will write the grants for the projects?
 11. Are joint meetings allowed with the PC and Parks and Rec Committee?
 12. Should ZA Harvey be at the next meeting?

8. Commissioner Comments

9. Next Meeting – February 23, 2022

10. Adjournment – Motion by Tecca, support by Dean. All ayes. Meeting ended at 6:38 pm.

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

Minutes of the March 30, 2022 Meeting

CALL TO ORDER

The March 30, 2022 Policy Committee Meeting was called to order at 9:01 a.m. at Kalamazoo Metro, by Chairperson Randy Thompson.

INTRODUCTIONS

Introductions were made by all present.

ROLL CALL

Meeting attendance was recorded on the sign-in sheet.

MEMBERS PARTICIPATING

Curt Aardema	Central County Transportation Authority
Rob Britigan, Treasurer	City of Parchment
Marsha Drouin	Richland Township
John Gisler	Kalamazoo County
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township
Robert Henderson	Van Buren Public Transit
Jeff Heppler	Village of Augusta
Lisa Imus	Village of Lawton
Martin Janssen	Kalamazoo County Transportation Authority
Carl Keller	Village of Vicksburg
Greg Kinney	Van Buren County Road Commission
Judy Lemon	City of Galesburg
Tracy Locey	Brady Township
Sherine Miller	Kalamazoo Township
Ryan Minkus	Road Commission of Kalamazoo County
Pete Pfeiffer	Michigan Department of Transportation, TSC
Chris Praedel	City of Kalamazoo
Brian Sanada	Michigan Department of Transportation, rep Planning
Paul Schinariol	Van Buren County
Jeff Sorensen	Cooper Township
Paul Sotherland	KATS Citizens Advisory Committee
Randy Thompson, Chair	Comstock Township
Don Ulsh	Schoolcraft Township
Jerry VanderRoest	Charleston Township

MEMBERS ABSENT

Carol Daly	Village of Mattawan
William Joseph	Village of Paw Paw
Nick Loeks	Texas Township
Terry Urban	City of Portage

OTHERS PARTICIPATING

Bill Adams	Village of Vicksburg/Bike Friendly Kalamazoo
Elizabeth Rumick	Kalamazoo Area Transportation Study
Steve Stepek	Kalamazoo Area Transportation Study
Ali Townsend	Kalamazoo Area Transportation Study

CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

APPROVAL OF THE AGENDA

Sorensen moved, and it was duly seconded by Heppler, ***“to approve the agenda of the March 30, 2022 Policy Committee Meeting.”*** MOTION CARRIED.

PUBLIC COMMENTS

Bill Adams, retired President of the Village of Vicksburg encouraged and recommended municipalities to apply for mini-grants available through Bike Friendly Kalamazoo (BFK) to improve the quality of life in communities. 20 thousand dollars in mini grants awarded to the Village of Vicksburg was used for bike safety light giveaways and the purchase and installation of bike racks. The deadline for spring mini-grant applications is April 2, 2022. For more information contact Adams at 269-823-2492 or go the Bike Friendly Kalamazoo website.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (MARCH 10, 2022)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE FEBRUARY 23, 2022 MEETING

Sorensen moved, and it was duly seconded by Janssen, ***“to accept and approve the items on the Consent Agenda.”*** MOTION CARRIED.

RESOLUTIONS OF SUPPORT FOR FY 2025 LOCAL BRIDGE PROGRAM APPLICATIONS FROM THE ROAD COMMISSION OF KALAMAZOO COUNTY

Stepek provided information that the eight resolutions of support are included in your packet. The resolutions are for the FY 2025 Local Bridge Program call for projects. Traditionally, Kalamazoo Area Transportation Study (KATS) provides support each year. Minkus added the Road Commission of Kalamazoo County (RCKC) applies for bridge funding annually. This is a competitive process. Most of the applications are for preventative maintenance. Mentioning Cooper Township’s interest in a letter of support, Sorensen asked if the letters of support applied to townships and when applications are due. Minkus responded RCKC attempts to include townships; they are due April 4, 2022. Heppler added the KATS resolution of support for the Village of Augusta Washington Street bridge was beneficial.

Sorensen moved, and it was duly seconded by Heiny-Cogswell, ***“to approve the Resolutions of Support for FY 2025 Local Bridge Program Applications from the Road Commission of Kalamazoo County.”*** MOTION CARRIED.

FISCAL YEAR 2022 UNIFIED PLANNING WORK PROGRAM AMENDMENT

After pointing out the amendment is included in the meeting materials, Stepek explained that since Kalamazoo Area Transportation Study adopts the Unified Planning Work program several months prior to the start of the Fiscal Year, we have traditionally amended our budget mid-year. This amendment is an update and reallocation of funds. Key points of the amendment:

- The amendment does not add revenue, it is a reallocation of the already approved.
- Due to changes in accounting standards, our lease needs to show depreciation. This is shown as a new item in Appendix 4.
- A new table has been added titled “Estimated Program Revenue Expense Allocation” to better show how each of the budget tables add up to the total budget.

Sorensen moved, and it was duly seconded by Heppler, ***“to approve the Fiscal Year 2022 UNIFIED PLANNING WORK PROGRAM AMENDMENT.”*** MOTION CARRIED.

DRAFT FISCAL YEAR 2023 UNIFIED PLANNING WORK PROGRAM

Stepek provided information on the Draft Fiscal Year 2023 Unified Planning Work Program (UPWP) included in the meeting packet. The UPWP has been out for public engagement since the beginning of the month. This represents the budget and work activities for FY 2023, starting October 1, 2022.

Items of note for FY 2023:

- The new Bipartisan Infrastructure Bill requires a portion of our FHWA Planning funding be used towards Complete Streets Planning (2.5%). KATS already accomplishes this task through our normal activities; however, it is now itemized within the FY 2023 UPWP.
- The Bipartisan Infrastructure Bill also recommends a Complete Streets Implementation Plan. KATS Staff will work with MDOT, FHWA, and the Technical Committee on the development of a compliant plan.
- KATS is starting a non-motorized count program and has included funding to purchase non-motorized counter(s). KATS will work with the Technical Committee to establish the program.
- Overall, KATS is receiving a 17% increase in funding for FY 2023. KATS will likely see a minor change for FY 2024 once new urbanized population data is released

KATS Staff will evaluate and incorporate any comments we receive. Adoption of the FY 2023 UPWP is anticipated at the April Policy Committee meeting.

DRAFT FISCAL YEAR 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM PROJECT LIST

Referring to the list in the packet, Stepek stated this latest draft is made up of all projects including transit, local, and Michigan Department of Transportation (MDOT). KATS will host a public open house on the Transportation Improvement Program draft at Metro in Kalamazoo on April 19, 2022. Later this week, Stepek will email a link to the new MDOT statewide transportation program portal where comments can be submitted digitally. The draft will be posted to the katsmpo.org website next week. The full TIP document and project list will be out for public engagement the month of April. KATS Staff will then evaluate and incorporate any comments we receive. It will then be an action item at our May committee meetings.

CONTRIBUTED SERVICES FISCAL YEAR-TO-DATE THROUGH FEBRUARY 2022

Steppek explained a summary of the fiscal year to date contributed services is included in the packet for your review. Steppek reminded attendees to continue to submit timesheets to KATS.

POLICY COMMITTEE ATTENDANCE

Steppek reported meeting attendance is attached for your review. Let us know of any corrections. Steppek reminded members that after missing three meetings a row, an agency becomes an inactive member and must attend two consecutive meetings to be reinstated.

PUBLIC TRANSPORTATION UPDATES

Aardema reported the Central County Transportation Authority (CCTA)/Kalamazoo County Transportation Authority (KCTA) boards met last month and reviewed the annual report and summarized 2021 initiatives. The amount of the KCTA millage approved by voters in November 2021 was confirmed at .3124 mills. Metro Connects contractor Apple Bus sold the business to a new owner. Discussions are in place for a smooth transition while most employees will remain the same. The Metro fixed route bus service hours are expanding. The Western Michigan University (WMU) transit contract is up for rebidding. Metro hope to continue servicing WMU routes. Metro is combating the challenge of skyrocketing diesel fuel costs for its buses. Janssen added Metro Public Transit driver appreciation day was March 18, 2022 and recognizes the important role they play.

EXECUTIVE DIRECTOR'S REPORT

Steppek elaborated in addition to the memo included in the meeting materials, the Non-Motorized 101 class will be held at the Road Commission of Kalamazoo County, 3801 E. Kilgore Road, tomorrow, March 31, 2022 at 10:00 a.m. featuring Steppek and Bruce Kadzban from the Michigan Department of Transportation, along with others. Let Steppek or Minkus know if you would like the link to the program. Topics will include the nonmotorized funding processes of the Transportation Alternatives Program and the Local Agency Program. Steppek announced the February 25, 2022 birth of Yelena Hazel Mickelson, daughter of KATS Senior Planner Megan Mickelson.

NEW BUSINESS

VanderRoest reported American Rescue Plan Act (ARPA) funds are currently being distributed to Kalamazoo County. VanderRoest asked attendees for help in obtaining American Rescue Plan Act (ARPA) funds by submitting a letter of support to the county by the deadline of April 15, 2022. VanderRoest also requested agencies contact Kalamazoo County Commissioners to discuss how funds would be used to enhance infrastructure and roads. Sorensen and Steppek clarified a letter of support from KATS could be written stating support of additional funds that benefit the KATS Metropolitan Transportation Plan.

Sorensen moved, and it was duly seconded by VanderRoest, ***“to agree to send a letter of support for additional funds to the local road system and any activities that support implementation of the KATS Metropolitan Transportation Plan.”*** MOTION CARRIED.

Minkus elaborated the Road Commission of Kalamazoo County (RCKC) submitted four applications to Kalamazoo County for these ARPA funds. One was for \$5 million dollars for the local road network to all local townships in the county that VanderRoest was referring to. A second application was for the primary road system. The last two applications were for emergency worker pay and lost revenue. Steppek responded the letter of support should state support for additional money to the local road system and any activities that support implementation of the metropolitan transportation plan.

Heiny-Cogswell reiterated concern expressed in an earlier email to RCKC that their application for Non-Motorized funding is narrow and excludes some components of Oshtemo Township's local Non-Motorized plan.

PUBLIC COMMENTS

No public comments were made.

MEMBER COMMENTS

Aardema, as an airport board member, related the airport is working to get flights back to normal by offering new service and flights. Aardema encouraged attendees to use the Kalamazoo airport for their travel needs. Similar to Metro, the airport is facing the issue of the high cost of fuel.

Gisler reported Kalamazoo County appointed Alvin Gray as the first Director of Diversity Equity and Inclusion. Gray began March 7, 2022. The Kalamazoo County Board of Commissioners appointed Kevin Catlin from Boone County, Illinois, as the new County Administrator. Catlin is expected to begin in May. The new five-story Kalamazoo County Justice Facility construction is on budget and on schedule.

VanderRoest reported work on Exit 92 in Charleston Township is underway. VanderRoest thanked members for support.

Heppler announced the Village of Augusta continues progress with its five-year roll out for roads. Contractors have been selected and work will be underway when the weather allows.

Praedel reported the City of Kalamazoo Miller Road project from Emerald to Sprinkle is underway. The Parkview Avenue project started March 21, 2022. Delays can also be expected with the Stadium Drive project that is underway. Kinney asked when the Stadium Drive project would be completed. Completion is anticipated to be in November.

Minkus reported the Road Commission of Kalamazoo County (RCKC) weight restrictions may be removed next week. The board approved local road contracts for townships and the Village of Climax. Minkus thanked the main office and all townships for American Rescue Plan Act (ARPA) fund resolutions and reminded members to turn in resolutions if they have not yet done so. The RCKC Non-Motorized 101 class is tomorrow as previously mentioned. In addition to the other speakers, RCKC will make a brief presentation on their Non-Motorized route map that was approved in November 2021. Gisler congratulated RCKC on another wonderful annual report that was released. Minkus thanked Gisler and elaborated the report came out yesterday and will be sent out to Township Supervisors soon.

Sorensen invited attendees to the Kalamazoo County Chapter of the Michigan Township Association annual golf outing on June 17, 2022. The annual banquet will be held November 10, 2022 at Four Points on Cork Street.

Heiny-Cogswell reported Oshtemo Township is coordinating with the Road Commission of Kalamazoo County (RCKC) on the Parkview Avenue project to include nonmotorized and sewer upgrades. Oshtemo contracted with HRC for the nonmotorized work. Oshtemo Township supports RCKC's road funding application but would like to reiterate a request to focus on a more expanded Non-Motorized application. An application will be submitted soon to the Michigan Department of Natural Resources trust fund to pave one section of The Fruit Belt Trail. The township met with the

Michigan Department of Transportation rail to work through Amtrak issues on the south section of the Drake Road nonmotorized trail from KL Avenue to Stadium Drive.

Carl Keller reported the Village of Vicksburg infrastructure project is in the final stretch with anticipated completion at the end of May. Upgrades to Oswalt Park will be completed by the end of May. McKenzie Bakery is opening downtown in mid-April.

Lemon reported seeing new signage at Ft. Custer State Park that no e-bikes are allowed.

ADJOURNMENT

There being no further business, Chairperson Thompson adjourned the meeting at 9:43 a.m.

The next meeting of the Kalamazoo Area Transportation Study Policy Committee will be held on Wednesday, April 20, 2022 at 9:00 a.m.

Approved 4/20/22 (er)

MEMORANDUM

To: Mayor Britigan, Vice-Mayor Jordan, and City Commission

From: Public Safety Committee – Jeff Koch, Michael Conner, and Manager Nancy Stoddard

Date: April 11, 2022

Re: Police Service Contract with Kalamazoo Township

Background:

The Public Safety Committee (PSC) put forth a survey to the residents of Parchment to find what their greatest concerns are in the community. The survey results are available on the City's website for transparency. The PSC met to discuss what was needed in the upcoming contract to help meet the needs of the community. Request for Proposals (RFP) were sent to the Kalamazoo County Sheriff's Office and the Kalamazoo Township Police Department.

The Sheriff's Office was unable to contract with anyone as their staffing is extremely low, with a shortage of 51 personnel. They said that the City could use the general policing that is available throughout the county, but not a specific contract.

Discussion:

The PSC discussed contracting with the Kalamazoo Township Police department again. They would like the following additions to the contract:

- 2 year contract
- An officer to attend the City Commission meeting once a month (the first Monday of the month)
- A monthly report of crimes and traffic stops in Parchment
- Reviews of police service will be at 6, 12, and 18 months with the Police Chief, Supervisor, and PSC members
- Contract language that speaks to: Any shortages in personnel will not affect the provided police services in Parchment

Recommendation:

The Public Safety Committee recommends that the City Commission agree to contract for police services with the Kalamazoo Township Police Department from July 1, 2022 – June 30, 2024.

