

**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY DECEMBER 6, 2021.**

**1. Call to order**

Clerk Stutz called the meeting to order via Zoom (online due to COVID-19 pandemic) at 7:01 p.m.

**2. Swearing in of New Commissioners**

Clerk Stutz swore in Robert Britigan III, Michael Conner, Tammy Cooper, and Thomas Jordan.

**3. Roll Call.**

Present: Mayor Britigan (at 5200 E Cork St.), Vice Mayor Jordan (at 904 Parchmount), Commissioners Conner (1150 Parchmount), Cooper (510 Glendale), Evans (221 Espanola), Fooy (415 E Glenguile), and Madaras (815 Parchmount), City Manager Stoddard, Treasurer/Clerk Stutz.

Absent: None.

**4. Elections**

Mayoral Election – Commissioner Evans nominated Robert Britigan III as Mayor, who accepted. No other nominations were made. Clerk Stutz instructed commissioners how to vote secretly via text or private chat; she then tallied votes, declaring Robert Britigan III the winner. **Motion Carried.**

Vice Mayoral Election – Commissioner Madaras nominated Thomas Jordan as Vice Mayor, who accepted. Commissioner Cooper nominated Doug Fooy as Vice Mayor, who accepted. Clerk Stutz instructed commissioners how to vote secretly via text or private chat; she then tallied votes, declaring Thomas Jordan the winner. **Motion Carried.**

**5. Minutes**

Moved by Commissioner Conner, supported by Vice Mayor Jordan to approve the minutes of the November 15, 2021 Regular Meeting. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: Cooper.

**Motion Carried 7-0.**

**6. Additions or changes to the agenda.**

None. Moved by Commissioner Fooy, supported by Commissioner Cooper to approve the agenda as written. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

**5. Citizen Comments – Items ON the Agenda**

None.

**6. Consent Agenda**

A. Questions by Commissioners were answered regarding specific items. Moved by Commissioner Conner, supported by Commissioner Madaras to receive the consent agenda items. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

**7. Unfinished Business**

None.

**8. New Business**

A. 2022 Schedule of Commission Meetings – approve. Mayor Britigan stated that meetings will still be held at 7 pm on the first and third Mondays of the month. He took time to draw attention to certain meeting dates and specific items that will

be on the respective agendas, as well as noting only one meeting in July, and the Tuesday after Labor Day meeting being the exception to Monday nights. Moved by Commissioner Evans, supported by Vice Mayor Jordan, to approve the 2022 Schedule of Commission Meetings. Roll call vote was as follows:

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

**Motion Carried 7-0.**

**9. Citizen Comments**  
None.

**10. Mayor and Commissioner Comments**

Commissioner Cooper remarked on ordinance enforcement, saying that she thought the letters sent are warnings. She added that she feels that we have an obligation to let citizens know they aren't alone. She thanked everyone for their support and patience, saying she has training coming up.

Commissioner Conner welcomed Commissioner Cooper, saying it's an "educational process". He thanked voters for reelecting him.

Commissioner Madaras said she was glad to have Glendale finished, and happy to see Biggby operating and busy. She noted she's looking forward to planning for our next year.

Commissioner Evans welcomed Commissioner Cooper as well. She reported attending Wassailing which she thought had good attendance. She then asked about the Fire Dept. contract.

Commissioner Fooy congratulated the newly elected, and said he's seen good things around the city. He then asked the Mayor when there will be committee assignments made.

Vice Mayor Jordan echoed the congratulations and welcomed Commissioner Cooper. He thanked the voters for reelecting him, he's appreciative of the opportunity to work with all of the commissioners.

Mayor Britigan welcomed Commissioner Cooper and acknowledged all the hard work the organizers of Wassailing put in – the Garden Club, the Library, and Jason Whittaker. He then said he was honored to be voted Mayor again, adding that it's an exciting time for the Commission, with many decisions to be made regarding Covid money, the Capital Improvement Plan, the public safety contract, Envisioning the River plans, attracting businesses to name a few.

**11. City Manager Comments/Reports**

City Manager Stoddard stated that the fire contract will come before this body at the next meeting. She added that ordinance enforcement letters serve as a warning and include City Hall's phone number for questions, and that staff has been tasked with enforcing all ordinances as they are written. City Manager Stoddard reported that she spoke with county administrators who told her that at this time, they don't anticipate the state legislature extending the order to be able to meet virtually, so December 20 could be the last zoom meeting. She welcomed the newly sworn in, congratulating the Mayor and Vice Mayor on their new terms, saying she is happy to be working with this new commission. 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 7:35 p.m.

Shannon Stutz, City Clerk