

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY MARCH 21, 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, Evans, Fooy, and Madaras, City Manager Stoddard, Treasurer/Clerk Stutz, Attorney Soltis.

Absent: Commissioner Conner.

Moved by Vice Mayor Jordan, supported by Commissioner Cooper to excuse the absence of Commissioner Conner. **Motion Carried.**

3. Minutes

Moved by Commissioner Madaras, supported by Commissioner Evans to approve the amended minutes of the March 7, 2022 Regular meeting. **Motion Carried.**

4. Additions or changes to the agenda.

Remove 9A – Child Abuse Prevention Presentation (due to illness). Moved by Commissioner Cooper, supported by Vice Mayor Jordan to approve the removal of item 9A and the amended agenda. **Motion Carried.**

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Questions by Commissioners were answered regarding specific items. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

None.

8. New Business

A. Presentation for Waste Service, Michael Balkema, Best Way Account Mgr. – receive. Michael Balkema thanked the Commission for the opportunity to present, and began an overview of the company. He noted that Best Way is a family owned business that performs service for residential and commercial settings in MI, OH, IN, and KY. He added that their trucks have technology, in addition to the landfill they use has a methane collection system that uses green energy to power 3000 households. Commissioners asked questions, answered by Mr. Balkema. Treasurer Stutz commented that she has had their service in Cooper Township for 17 years and has only had to call twice – both issues rectified within one day. Mayor Britigan thanked Mr. Balkema for his presentation.

B. Quarterly Police Report, TKPD Lt. Scott Jackson – Receive. Mayor Britigan welcomed Lt Jackson. Lieutenant Jackson went over the quarterly police report, saying he appreciates the commission's time and the difficulties felt from the last couple years. He explained that call volumes have been up all over the county, including in Parchment, but that prosecution and the courts are experiencing a significant backlog in cases. He added that their cases have been reviewed so it's just waiting for the courts to process. He went over the city statistics, then answered questions from Commissioners. City Manager Stoddard reported to the commission that Lt. Jackson has been honored to be selected to participate in a 10 week FBI training in Quantico, VA starting in April.

C. 2021 Annual Report of the Parchment Planning Commission, Chair Kent DeBoer – receive. Kent DeBoer went over the highlights of the Planning Commission 2021 Annual Report, which he noted likely hasn't been done in the past ten years. He discussed how busy the PC has been of late, doing work that is required by ordinance and provides for an orderly future for the City of Parchment. Mr. DeBoer fielded questions from the Commission. The Mayor thanked him for his leadership, and added that the PC is the "hardest working committee in the city". Moved by Commissioner Cooper, supported by Vice Mayor Jordan to receive the 2021 Annual Report of the Parchment Planning Commission. **Motion Carried.**

D. Property Access Agreement, City of Parchment ROW, Georgia Pacific – Action. Mayor Britigan began by explaining that this agreement relates to the clean up of the river, removing sediment needs a staging area. City Manager Stoddard added that DPW staff was able to meet with superfund site remediation group south of Drug and Lab. The group will be removing PCB's, 20% of the Morrow silt that made its way downstream; they will put gravel down next to the pavement in the ROW near Nieboer using 4-8 trucks per day on Commerce to Mosel. Attorney Soltis noted that the

agreement is straightforward. Commissioners had questions that were answered, then the Mayor asked if the city needed indemnification language in the agreement. Moved by Commissioner Cooper, supported by Vice Mayor Jordan to table the agreement until April 4 pending the addition of indemnification language. **Motion Carried.**

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Cooper said she appreciates the police report and TKPD's presence in our community. She said they've been doing a good job, and small changes could "benefit us both". She then said she's looking forward to the cleaning up of the river, adding that any work done to benefit the ecosystem is a good thing.

Commissioner Madaras attended KSF's Bingo for Bags and reported it was so much fun, recognizing the hard work done by Karen and Julie Heasley.

Mayor Britigan mentioned the KAC will be meeting Monday, March 28, reminded all that next year's proposed budget will be given on April 4. He strongly suggested all commissioners attend the joint meeting of the Commission/ZBA/PC on April 27 at 6 pm. Then he reported that he was elected Treasurer of KATS; which has Riverview on the docket for 2024. Finally the Mayor reported reaching out to County Commissioner Jen Strebs for a county update.

11. City Manager Comments/Reports

City Manager Stoddard stated that the software update at City Hall has been successful, and staff are embracing the change. She also commented on the joint Commission/ZBA/PC meeting saying that it's a unique learning opportunity for all. 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 8:18 p.m.

Shannon Stutz, City Clerk