

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

Absent: None.

**3. Minutes**

Moved by Commissioner Cooper, supported by Commissioner Conner to approve the minutes of the June 20, 2022 Regular meeting. **Motion Carried.**

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

Add 9D KTPD Quarterly Report, moving D and E to E and F. Moved by Commissioner Madaras supported by Vice Mayor Jordan to approve the agenda as amended. **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 Fooy, supported by Commissioner Evans to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

None.

**8. New Business**

A. Amendment to Purchase Agreement, JDS Historical/Dean Sutton - action. Mayor Britigan noted this is in regard to the former “admin building” of the mill – a couple of items needed to be renegotiated. Attorney Soltis reported the amendment addresses performance bond difficulties (reducing it down to \$50k) in exchange for a decrease in years to true cash value (down to 5 yrs). Moved by Commissioner Cooper, supported by Vice Mayor Jordan to approve the amendment to Purchase Agreement with JDS Historical as presented. 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.**

B. Purchase of Dump/Plow Truck, DPW Bill Cahill - action. City Manager Stoddard reported our current plow truck is 20 years old, and while DPW has taken good care of the truck, it’s time to consider replacement. She explained if we order today, it will be approximately 18 months before the chassis can even be delivered, at which time they will build the remainder of it for receipt in 2024. Bill Cahill, DPW, noted we’ve already replaced the box on the current truck twice (due to rust from salt), and the new one will be stainless steel and undercoated to last longer. The plan is to use the current truck as back up. Questions were answered, including that the price will be locked in except for any surcharge (variable until delivery). Moved by Commissioner Cooper, supported by Commissioner Conner to approve the purchase of the Dump/Plow Truck as presented, and authorize the City Manager to sign any documents related to the action. 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.**

C. Envirologic Presentation, David Stegink and Hailey Cantrell – receive. Mayor Britigan welcomed David Stegink and Hailey Cantrell, saying they would give us an update on the work they’re doing in the city. Mr. Stegink explained they’re an environmental consulting firm in Kalamazoo County who is on contract with the Kalamazoo County Brownfield Authority. He noted the federal government passed an infrastructure bill that is a one-time opportunity for the city to get

funding – usually the EPA has \$70 million budgeted for brownfield properties, this bill has increased that to \$1.2 billion over the next 5 years. Hailey Cantrell reported that public engagement is a requirement for federal grant monies, and they’ve already got dates for public engagement nights at the library (8/23/22 and 9/20/22), with open public comment for several weeks before. The rough timeline is this – 2022 writing grants and applying through the end of the year, then May of 2023 announcements are made with money available in October 2023.

D. KTPD Quarterly Report, Chief Ergang – receive. Chief Ergang reported the Kindleberger Festival and Matt Giraud concert went well, then gave updates on calls/arrests for the April 1 – June 30 quarter. He added an update to the Glendale house, saying many parts are still under investigation but that a criminal enterprise was uncovered with perpetrators awaiting sentencing.

E. Scottish Festival Contract - action. Attorney Soltis reported the contract is essentially the same as last year’s contract except that the number of food trucks increases to six, and the map is more precise including using the upper part of the park. Dates are Friday Sept 10-12, 2022. Moved by Commissioner Cooper, supported by Commissioner Madaras to approve the Scottish Festival Contract as presented and authorize the Mayor and Clerk to execute all documents related to this action. 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.**

F. Budget Amendment for FYE 6/30/22 - action. Treasurer Stutz presented a revenue neutral budget amendment to avoid a variance at year end, related to expenses to be reimbursed through the RAP Grant. Moved by Commissioner Madaras, supported by Commissioner Evans to approve the budget amendment as presented. 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 said she is excited about the admin building project by Dean Sutton. She also noted special thanks to Mulders for tree donation, and all the festival volunteers. Commissioner Cooper said that federal grant monies for the mill site is a big opportunity and she’s grateful to have City Manager Stoddard on staff for the process.

Commissioner Conner expressed his concern about truck traffic, and asked about Wilson repaving.

Commissioner Madaras also expressed her thanks to Mulders, and DPW workers who go “above and beyond” for the festival, she appreciates their efficiency.

Commissioner Evans thanked those presenting tonight, adding thanks to KSF volunteers and DPW staff.

Commissioner Fooy thanked the Vice Mayor and his wife for their countless hours working on the festival. He then noted the financial report seems to show the city has investments.

Vice Mayor Jordan thanked all of the volunteers and DPW for their festival work, and added thanks for the presentations as well.

Mayor Britigan congratulated and thanked all of the festival workers (volunteer and otherwise) on a great festival.

**11. City Manager Comments/Reports**

City Manager Stoddard reported on the “fabulous fortieth festival”, thanking everyone for their hard work and input leading up to festival day as well as post-festival, adding that it couldn’t be done without all of the people on the dias. 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 8:05 p.m.

Shannon Stutz, City Clerk