

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY JUNE 19, 2023.

1. Call to order

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

2. Roll Call.

Present: Mayor Britigan, Commissioners Cooper, Evans, Fooy, and Madaras. City Manager Stoddard, Attorney Soltis, City Treasurer/Clerk Stutz.

Absent: Conner, Jordan.

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

3. Minutes

Moved by Commissioner Madaras, supported by Commissioner Cooper to approve the minutes of the June 5, 2023 Regular meeting. Vice Mayor Jordan abstained. **Motion Carried.**

4. Additions or changes to the agenda.

None. Moved by Commissioner Evans 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 Madaras to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

A. None.

8. New Business

A. Mill Development Process – discussion. Mayor Britigan recounted the process in place for interested parties – a letter of intent, Planning Commission deciding whether it complies with the Master Plan, then referral to the City Commission. City Manager Stoddard noted that because of the Land Division Act, there is a need to be careful about breaking the property up into parcels. She noted the need for legal descriptions, access roads, and berms. Some discussion took place, then decided to schedule a joint meeting between the Planning Commission and the City Commission on Monday, July 24, to talk through the process.

B. Prosecution of Misdemeanors – discussion. City Manager Stoddard explained that the county prosecutor is usually responsible for prosecuting, but of late they've been understaffed which has resulted in a backlog. As such, only serious crimes have been prioritized. She noted that KTPD has approved an arrangement to have misdemeanors locally prosecuted. Discussion took place.

C. Year End Budget Amendments, Treasurer Stutz - action. Treasurer Stutz went over the memo in the packet, then explained the reasoning behind each amendment. Questions were answered. Moved by Commissioner Madaras, supported by Commissioner Fooy to approve the budget amendments as presented. Roll call vote was as follows:

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

Nays: None.

Absent: Conner, Jordan.

Abstain: None.

Motion Carried 5-0.

D. Renewal of Title VI of Civil Rights Act of 1964 - action. City Manager Stoddard reported that this is just a renewal of the city's pledge to do business in compliance with this act. It is a necessity as we apply for and receive federal funds (ie. EPA and USDA). Moved by Commissioner Cooper, supported by Commissioner Evans to approve the Assurances of Compliance with Title VI and the city's policy statement and authorize the Mayor to sign all documents related to this action. Roll call vote was as follows:

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

Motion Carried 5-0.

9. Citizen Comments

Nancy Cramer, 434 Wilson, thanked everyone for their work getting the grants. She said she also appreciates having her road repaved. She expressed an interest in being more informed.

10. Mayor and Commissioner Comments

Commissioner Cooper said she's encouraged by the EPA grant, adding she thinks it's a great start for us.

Commissioner Madaras thanked Treasurer Stutz for her work on the budget/financial report.

Commissioner Fooy thanked Ms. Cramer for attending.

Mayor Britigan reminded everyone the next scheduled meeting is July 17.

11. City Manager Comments/Reports

City Manager Stoddard asked if any commissioner would be able to attend a booth with an arborist during the festival. She reminded everyone she would be on vacation adding that questions or concerns through July 9 will be channeled through City Treasurer Stutz.

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 8:21 p.m.

Shannon Stutz, City Clerk