

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

Absent: None.

3. Minutes

Moved by Commissioner Madaras, supported by Commissioner Cooper to approve the amended minutes of the August 7, 2023 Regular meeting. **Motion Carried.**

4. Additions or changes to the agenda.

None. Moved by Commissioner Conner supported by Vice Mayor Jordan 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 Evans, supported by Commissioner Fooy to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

A. None.

8. New Business

A. Establish City of Parchment Tree Fund – action. City Treasurer Stutz gave some background as detailed in the memo provided. Questions were fielded. Moved by Commissioner Fooy, supported by Commissioner Conner, to establish the Municipal Tree Fund (299), move budgeted monies of \$10,000 and other related receipts from the General Fund to the new fund, approve a related budget amendment to reflect the change, and have city staff establish guidelines to govern the fund. 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

Nancy Cramer, 434 Wilson, mentioned issues at the vacant property at 422 Wilson, saying she wanted to bring it to the city's attention.

10. Mayor and Commissioner Comments

Commissioner Cooper said the Veterans Memorial looks beautiful and it's exciting to see it move near completion.

Commissioner Conner mentioned complaints on Facebook of mail being stolen.

Commissioner Evans thanked everyone for the establishment of the Tree Fund, adding the Parks and Rec committee is excited to get started.

Mayor Britigan noted that mail theft is an epidemic all over, and that people should be careful about clearing out their mailboxes. He reported on his attendance at MAMC – that commission orientation could be helpful and that most cities have Downtown Development Authorities and wondered if we should reestablish ours. He expresses his excitement that the city seems to have positive momentum, then reminded all about the joint PC meeting Wednesday at 6 pm.

11. City Manager Comments/Reports

City Manager Stoddard said she looks forward to the next Joint City Commission/Planning Commission Meeting on August 23. She then offered anyone with questions or concerns to call or text 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