

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON TUESDAY SEPTEMBER 5, 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, Jordan, and Madaras. City Manager Stoddard, City Attorney Soltis, City Treasurer/Clerk Stutz.

Absent: Conner.

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

3. Minutes

Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the minutes of the August 21, 2023 Regular meeting. **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 Vice Mayor Jordan, supported by Commissioner Cooper to receive the consent agenda items. **Motion Carried.**

7. Unfinished Business

A. None.

8. New Business

A. Wastewater Treatment Agreement for USDA - action. City Manager Stoddard started by noting that this agreement was put before our attorneys for the USDA loan/grants and they noted there are no material changes to the previous agreement. This new agreement is for compliance for the loans/grants, adding required language. The term is the same as prior. Questions were asked and answered. Moved by Commissioner Cooper, supported by Commissioner Madaras, to adopt the resolution and approve the Wastewater Treatment Agreement as presented, and authorize the Mayor to sign all documents related to the action. Roll call vote was as follows:

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

Nays: None.

Absent: Conner.

Abstain: None.

Motion Carried 6-0.

B. Water Tower Painting – action. Mayor Britigan began by reminding everyone that the water tower was sold to the City of Kalamazoo when we sold them the water system in 2019. James Baker, COK Director of Public Services, has indicated it needs to be repainted, and asked that the Parchment City Commission choose a color for both the tower (any color) and the lettering (either white or black). Questions were asked and answered, discussion took place. Moved by Commissioner Fooy, supported by Commissioner Evans to table the decision until the 1st meeting in October in order to explore/research shades. **Motion Carried.**

C. Leaf Ordinance, First Reading – action. Mayor Britigan explained that making the previous leaf ordinance more citizen friendly has been a concern of Commissioner Conner's, adding that this new language accomplishes that. City Manager Stoddard noted that discussions with DPW resulted in more flexibility in the when and how of the task of leaf pickup. Attorney Soltis added that the language does not say when or how many times pickup will happen, but does address where leaves are to be placed for pick up. Discussion with commissioners resulted in three small changes to this

reading. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to approve the Leaf Ordinance for First Reading with the three changes noted. **Motion Carried.**

D. Homecoming Parade – action. Mayor Britigan referenced the memo from Ms. McManus regarding the PHS Student Council request for Friday, October 6th at 5pm. The route begins at the park/library, travels north on Riverview, turns east on G Ave, then south on Orient and into the high school parking lot; no fireworks are planned. City Manager Stoddard added that KTwp Police and Fire departments are available to staff it, with the cost being born by the schools. Moved by Vice Mayor Jordan, supported by Commissioner Fooy to approve the parade as requested. **Motion Carried.**

9. Citizen Comments

None.

10. Mayor and Commissioner Comments

Commissioner Madaras thanked the City Manager for the update on the oxbow, excited to see work beginning.

Commissioner Fooy noted the tube broom is for the street sweeper, then joked he's looking forward to no more raking at his house.

Mayor Britigan reminded everyone that the Scottish Festival is Saturday at 9 am, and the Veterans Memorial dedication is Monday the 11th at 6 pm.

11. City Manager Comments/Reports

City Manager Stoddard said she had nothing to add, 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 7:53 p.m.

Shannon Stutz, City Clerk