**AMENDED MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY, OCTOBER 2, 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.

1. **Roll Call**.

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

Absent: Evans.

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

1. **Minutes**

Moved by Commissioner Cooper, supported by Commissioner Madaras to approve the minutes of the September 18, 2023 Regular meeting. **Motion Carried**.

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

Add 9B Kalamazoo Township Fire Department Contract - action. Add 9C KTPD Report, Lt. Jackson – receive. Moved by Vice Mayor Jordan, supported by Commissioner Cooper to approve the agenda as amended. **Motion Carried**.

1. **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 Conner to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

None.

**8. New Business**

A. Memo – Proposal 2022-2 Early Voting, Clerk Stutz - action. Clerk Stutz gave some background on the early voting proposition that was voted on in November 2022. She explained that the clerks in Kalamazoo County have decided to work together to offer the 9 days of early voting for state and federal elections required by the legislation. She reported that the group has put together information for a grant request from the state, and that the agreement calls for municipalities to split the costs of the election and some administrative duties. Clerk Stutz said that while these costs will raise our current spending for elections, it is much cheaper for us to enter into the agreement and share the costs than to go it on our own. The agreement in the packet is only a draft; timing of the final draft was such that it wasn’t possible to get it before tonight’s meeting. Moved by Commissioner Cooper, supported by Commissioner Madaras to authorize the City Clerk to enter into an intergovernmental agreement for early voting election services between the City of Parchment and other participating jurisdictions within Kalamazoo County. Roll call vote was as follows:

Ayes: Conner, Cooper, Madaras.

Nays: Britigan, Fooy, Jordan.

Absent: Evans.

Abstain: None.

**Motion Failed 3-3.**

Moved by Vice Mayor Jordan, supported by Commissioner Cooper, to authorize the City Clerk to enter into an intergovernmental agreement for early voting election services between the City of Parchment and other participating jurisdictions within Kalamazoo County after Attorney Soltis has reviewed the agreement. Roll call vote was as follows:

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

Nays: None.

Absent: Evans.

Abstain: None.

**Motion Carried 6-0.**

B. Extension of Kalamazoo Township Fire Department contract – action. Mayor Britigan began by noting the current fire contract expires on 12/31/23 and that this extension has already been approved by Kalamazoo Township’s board. City Manager Stoddard met with the Fire Chief and Don Martin to discuss the renewal. She had asked them for the extension so that we could align the dates with our current year end for budgeting purposes. The language here was approved by KTwp, and Attorney Soltis has reviewed it. Attorney Soltis noted it being straight forward. Questions were asked and answered. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the extension of the current KTFD contract at the cost of $6100 per month through June 30, 2024, and authorize the City Manager and Clerk to authorize all documents related to the action. Commissioner Cooper noted the wonderful service we received over these past years. Mayor Britigan noted his recent concerns with the fire department, wondering how it might impact our city. City Manager Stoddard noted it has been business as usual. Roll call was as follows:

Ayes: Britigan, Cooper, Jordan, and Madaras.

Nays: Conner, Fooy.

Absent: Evans.

Abstain: None.

**Motion Carried 4-2.**

C. Kalamazoo Township Police Department report, Lieutenant Scott Jackson – receive. Lt. Jackson expressed his appreciation for the city’s cooperation and collaboration, adding that things happen in government as well as businesses, and that they try to focus their officers on police concerns. He then gave details on the quarterly report – 442 total calls, 120 requiring reports. 93 traffic violations, 39 citations, 10 arrests (8 property damage, 2 injury accidents). He talked about safety at the Parchment Schools, the Middle School in particular. He answered questions from the Commission.

**9. Citizen Comments**

None.

**10. Mayor and Commissioner Comments**

Commissioner Cooper said she’s looking forward to the extension of the fire contract, that she’s been happy with their level of service. She then thanked Lt. Jackson for his report, noting appreciation for KTPD’s rapid response.

Commissioner Conner said he didn’t understand why the fire department’s numbers were so high, adding he thought their service was top notch.

Commissioner Madaras reminded everyone that there are open spots on the Kindleberger Arts Commission – theater chair and festival director – which are big shoes to fill.

Vice Mayor Jordan thanked Lt. Jackson for his report, adding that the Middle School situation is difficult. He then added that his first vote in 8A was in no way to reflect poorly on Clerk Stutz, he felt it was a matter of doing his due diligence.

Mayor Britigan noted that the PHS homecoming parade is this Friday. He then read a letter from former Mayor Heasley thanking the Commission for their support of the Veteran’s Memorial, saying he was very proud and extremely grateful for the large donation.

**11. City Manager Comments/Reports**

City Manager Stoddard 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 8:11 p.m.

Shannon Stutz, City Clerk