**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY, NOVEMBER 20, 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 Treasurer/Clerk Stutz, Attorney Soltis.

Absent: Evans.

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

1. **Minutes**

Moved by Commissioner Cooper supported by Commissioner Madaras to approve the amended minutes of the November 6, 2023 Regular meeting. Commissioner Fooy abstained. **Motion Carried**.

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

None. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the agenda as presented. **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 Conner, supported by Commissioner Madaras to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

A. ARPA Funds Designation – action. Mayor Britigan reminded all that there are several projects being considered for the remainder of ARPA funds, and that the commission had tabled any decision. City Manager Stoddard updated everyone on the information gathered, adding a portion of Riverview to the list that would coincide with the City of Kalamazoo replacement of a water main. She mentioned that the State of Michigan required that the ARPA funds be designated by December 31 or the state treasury will keep 1% of the funds. Moved by Commissioner Cooper, supported by Commissioner Madaras to allocate the remaining ARPA funds to repave the easternmost Little League parking lot. Commissioner Cooper noted that using the money for Riverview would be a good use of the money, but wouldn’t go as far. Commissioner Madaras added that she’s been up to see that lot recently and it’s in terrible condition. Mayor Britigan agreed. Roll call vote was as follows:

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

Nays: Fooy.

Absent: Evans.

Abstain: None.

**Motion Carried 5-1.**

**8. New Business**

A. Auditors Report, Josh Gabrielse, Siegfried Crandall, PC – receive. Mayor Britigan welcomed Josh Gabrielse of Siegfried Crandall to present the audit of fiscal year ending June 30, 2023. Mr. Gabrielse highlighted the clean opinion, as well as the fund statements which enumerate year end fund balances. He answered questions from commissioners. Moved by Commissioner Cooper, supported by Commissioner Fooy, to receive the audit report for FYE 6/30/23. **Motion Carried.**

B. Household Hazardous Waste Program Agreement – action. City Manager Stoddard asked Attorney Soltis to share his thoughts about this contract renewal. Attorney Soltis gave a brief overview, noting that the city commission needs to pledge an amount for residents to be able to use for the entire year. Questions from commissioners were answered. Moved by Commissioner Fooy, supported by Commissioner Madaras to authorize $1200 for annual disposal and authorize the City Manager to execute all documents related to this action. Roll call vote was as follows:

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

Nays: None.

Absent: Evans.

Abstain: None.

**Motion Carried 6-0.**

**9. Citizen Comments**

 Officer Smith noted that ammunition can be given to HHW for disposal.

**10. Mayor and Commissioner Comments**

Commissioner Cooper thanked those in attendance, then said she’s excited about repaving the LL lot, and seeing some projects finish. She was also glad to hear of the city’s healthy audit.

Commissioner Fooy congratulated Commissioner Madaras on her reelection.

Mayor Britigan first read a statement from Commissioner Evans that stated she enjoyed working with this team of commissioners, urging them to “keep up the good work”. He then had several items of note: the state’s supplemental budget includes $3.9m to fund the SB 131 business loop interchange, adding that the governor still has to sign it. He thanked Commissioner Evans for her service to the city, expressing his appreciation for her quiet leadership. He then reported that the KAC has approved her to be an at large member. The Mayor then wished everyone a happy Thanksgiving, reminding all that the next meeting will be when the new commission begins.

**11. City Manager Comments/Reports**

City Manager Stoddard wished everyone a happy Thanksgiving, 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 7:49 p.m.

 Shannon Stutz, City Clerk