**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON TUESDAY, JANUARY 2, 2024.**

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, Madaras, and Mendoza. City Manager Stoddard, City Treasurer/Clerk Stutz, Attorney Soltis.

Absent: None.

1. **Approval of Minutes**

Moved by Commissioner Conner supported by Commissioner Fooy to approve the amended minutes of the December 18, 2023 Regular meeting. **Motion Carried**.

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

None. Moved by Commissioner Madaras, supported by Commissioner Mendoza to approve the agenda as presented. **Motion Carried**.

1. **Citizen Comments – Items ON the Agenda**

James Dally thanked the commission for the opportunity to revisit item 8A. He noted he is still excited about the property, that he wants to invest in the area, and that he hopes that not being from the area isn’t a road block.

**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. Consideration of Purchase Agreements for Mill Property – 06-03-280-022. Mayor Britigan welcomed both Mr. Coronado and Mr. Dally back to the dais. He asked the commissioners if they had any questions for them, each one taking turns answering. Topics covered included concerns about upkeep, timelines, enumerating renovations to be made, other projects completed around the area, possible hurdles they may face, etc. Lengthy discussion took place, where several commissioners expressed the difficulty of choosing between two good options. Moved by Commissioner Fooy, supported by Commissioner Conner to accept the purchase agreement from Fidel Coronado, and authorize the City Manager or Mayor to execute the documents related to the action. Roll call vote was as follows:

Ayes: Conner, Cooper, Fooy, and Mendoza.

Nays: Britigan, Jordan, Madaras.

Absent: None.

Abstain: None.

**Motion Carried 4-3.**

Commissioner Cooper said she hoped that Mr. Dally will still be interested in other property, that her vote wasn’t a reflection on his business model, adding it was difficult to lose either buyer.

Commissioner Madaras concurred, adding that she wants the local option to be acknowledged, but also the bigger picture with great potential.

Commissioner Mendoza agreed with it being a tough choice, saying both had great experience, both had solid businesses.

Vice Mayor Jordan liked the idea of a collaboration, and agreed it was a difficult decision.

Mayor Britigan commented that his vote does not reflect a lack of support for opportunity going forward.

**8. New Business**

A. Prein & Newhof Engineering Services Agreement - action. Mayor Britigan began by explaining that Prein & Newhof has been the city’s civil engineering firm for some time. Attorney Soltis said he’d reviewed the contract and it hasn’t changed in scope, the only difference is price. City Manager Stoddard specified that while rates have gone up, they seemed reasonable; Prein & Newhof has been working with the city on the USDA Sewer items, as well as the trestle project, and we should see a lot of activity in the next two years. Moved by Commissioner Mendoza, supported by Commissioner Madaras, to approve the contract as presented. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

B. Resolution to approve MDOT (TEDF) Contract for Haymac Drive, Link Lane, and Island Drive – action. City Manager Stoddard explained that while the commission has already adopted a resolution for the TEDF, this one is for Michigan Department of Transportation and is necessary for getting the funding for Haymac, Link, and Island Drive. She noted that the funding is at 45% of the total project. Attorney Soltis pointed to paragraph 16 where it mentioned binding upon signing the resolution. Moved by Vice Mayor Jordan, supported by Commissioner Conner, to adopt the Resolution to Approve MDOT(TEDF) Contract for Haymac Drive, Link Lane, and Island Drive as presented and authorize the Mayor and City Clerk to sign all documents related to the action. Roll call vote was as follows:

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

Nays: None.

Absent: None.

Abstain: None.

**Motion Carried 7-0.**

C. Proclamation for Retiring DPW Superintendent Phillip Wolthuis – action. Mayor Britigan read the following proclamation, adding that Phil “will be missed”.

**City of Parchment Proclamation**

**Whereas, on January 2, 2024, Mr. Phillip Wolthuis celebrated over 31 years of service to the City of Parchment and that achievement is significant; and,**

**Whereas, Phillip Wolthuis started as a Public Works Worker and by December 28, 2018 was promoted to Superintendent of Public Works; and,**

**Whereas, through his time as an employee of the Department of Public Works, Phil’s dedicated service is evident daily, through his care of the City’s infrastructure, facilities, equipment and assets which improve the look, functionality and safety for City residents and staff alike; our City is better off because of Phil’s work; and,**

**Whereas, Phil has distinguished himself as a steady, hard-working, dependable worker, who comes into work with a smile, friendly demeanor and dedication to fulfilling his duties with pride and leadership while working as the Superintendent of Public Works for the City of Parchment; and,**

**Whereas, the constant, reliable support from employees like Phil is vital to the efficient operation of the Public Works Department’s assigned tasks and services that ensure the City’s upkeep, safety, and comfort; and,**

**Whereas, the City of Parchment greatly depends on the quality and effectiveness of Public Works staff like Phil who, day-in and day-out, often with little recognition, works to make this City, its staff and residents better off because of his daily focus on doing the best he can; and,**

**Now, Therefore, I Robert D Britigan III, by virtue of the authority vested in me as Mayor of the City of Parchment, do hereby recognize Phillip Wolthuis for over 31 years of work on January 2, 2024, and join with the City staff, residents, and the City Commission to extend our appreciation and gratitude to Phil for his hard work, kind spirit, and commitment to reliable maintenance over the past 31+ years.**

**9. Citizen Comments**

None.

**10. Mayor and Commissioner Comments**

Commissioner Mendoza said Happy New Year, adding it’s great to be back and that he’s excited to see what comes this year.

Commissioner Cooper said the air quality of late has been very poor lately, and that she hopes the monitors will show that. She then noted that she’s excited that the commission made a move on the mill property – that while nothing is guaranteed, she thinks Mr. Coronado will listen to any concerns the city has. She expressed her appreciation for the other commissioners making a difficult decision.

Commissioner Conner said that with Coronado, we have a taxpayer that wants to expand his business and add employees. Dally doesn’t know how soon the manufacturing will be ready. He stated that a decision needed to be made tonight and that it needed to be sold to one buyer.

Commissioner Fooy expressed his wish for a great 2024 for the city.

Vice Mayor Jordan congratulated Phil on his retirement.

Mayor Britigan congratulated Mr. Coronado, saying he stands by the decision of the commission. He reminded everyone of CapCon registration, saying the early bird rate ends this month. He then reported that Governor Whitmer signed the budget that includes construction of the US 131 SB interchange for construction in 2025. Then the Mayor added that USDA loan bids will be opened at City Hall on January 18, 2024.

**11. City Manager Comments/Reports**

City Manager Stoddard wished everyone a Happy New Year, said she is looking forward to this exciting year, 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 Mendoza and supported by all to adjourn the meeting at 8:28 p.m.

Shannon Stutz, City Clerk