**MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY, MARCH 18, 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, Fooy, Jordan, Madaras, and Mendoza. City Manager Stoddard, City Treasurer/Clerk Stutz.

Absent: Conner.

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

1. **Approval of Minutes**

Moved by Commissioner Mendoza, supported by Commissioner Madaras to approve the minutes of the March 4, 2024 Regular meeting. **Motion Carried**.

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

None. Moved by Commissioner Cooper, 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 Madaras, supported by Commissioner Mendoza, to receive the consent agenda items. **Motion Carried.**

**7. Unfinished Business**

A. Republic Waste Services, Jack Brown, Municipal Services Manager – receive. Mayor Britigan reported that requests for proposals (RFPs) were sent to local waste removal companies, with Republic providing the only proposal. He then introduced Jack Brown, Republic’s Municipal Services Manager. Mr. Brown thanked the commission for the opportunity to present, adding that he has appreciated the relationship with the city. He went over each proposal: 1) has bulk trash paid by the city, and 2) where a bulk fee is billed to each household. Commissioners had questions that he answered; some topics covered were increasing costs, bulk volume, advantages/disadvantages of extended agreement.

B. Republic Services Waste Removal Proposals – action. Moved by Commissioner Fooy to accept proposal 1 but remove bulk trash from the contract. Motion died from lack of support. Moved by Vice Mayor Jordan, supported by Commissioner Mendoza, to accept proposal 1 as written including bulk pickup and authorize the City Manager to sign all related documents. Discussion about bulk trash and how those services are used by residents, including the elderly and those without means to haul items. An amendment was made and accepted to include wording in the contract that allows for changes to the bulk pickup to be decided by September 2024. Roll call vote was as follows:

Ayes: Britigan, Jordan, Madaras, and Mendoza.

Nays: Cooper, Fooy.

Absent: Conner.

Abstain: None.

**Motion Carried 4-2.**

**8. New Business**

A. Request for live animals at the Scottish Festival – action. Mayor Britigan began with a brief history of the Scottish Festival’s relationship with the city, adding that their request is in keeping with the group’s wish to expand the festival’s reach. City Manager Stoddard noted that Kate Boeve, festival board member, explained that they decided against Highland Cows, but did want to bring in herding dogs and ducks or geese, as well as Scottish Deerhounds. They would be penned, and measures taken to keep the park grass looking nice. The City Manager discussed the proposal with DPW Superintendent Cahill, who had no concerns, as this group has cleaned up well in the past. Moved by Commissioner Cooper, supported by Commissioner Madaras, to approve the Scottish Festival’s request to have live animals at their event. **Motion Carried.**

B. Request for Little League Parade – action. City Manager Stoddard presented Parchment Little League’s request for the annual parade on Saturday, April 27. The route is the same as last year, and police and fire have already signed off on the date and route. Moved by Commissioner Madaras, supported by Commissioner Fooy, to approve PLL’s request for parade as presented. **Motion Carried.**

C. Fire Department Proposals – discussion. Mayor Britigan said that the city’s current contract with TKFD (Fire) ends on 6/30/24, and that the City Manager has been in negotiations with them to figure out a way forward. City Manager Stoddard went into a little detail about where those negotiations began, and then went over the two proposals. Discussion transpired, questions answered.

**9. Citizen Comments**

Ron Moore, 409 Orient resident for 26 years, said he was in City Hall today for a Board of Review appointment, adding that it was very educational and ultimately thought it was fair.

Sarah Joshi, a Portage resident and Portage Planning Commission member, and the Central County Transportation Authority‘s Deputy Director of On Demand Services, noted that it had been some time since she had been in Parchment last, adding that it was a pleasure to hear such a great discussion regarding waste hauling.

**10. Mayor and Commissioner Comments**

Commissioner Mendoza commended City Manager Stoddard for the change in fire proposals. Then he commented that he felt the waste services deliberation was respectful.

Commissioner Cooper thanked Jack Brown for his presence tonight, saying she’s been happy with Republic’s service over this last contract. She added her appreciation to Kalamazoo Township’s Fire Department for their service to our community.

Commissioner Madaras reported Bingo for Bags was a tremendous success with a profit of over $11,000. She thanked all of the volunteers that helped make it happen.

Commissioner Fooy thanked City Manager Stoddard for her work on the contracts, saying we’re getting the best value for our dollar.

Vice Mayor Jordan thanked the visitors for coming to the meeting, and thanked Treasurer/Clerk Stutz for working on the sewer rate.

Mayor Britigan agreed with the reports on Bingo, said Capcon was well attended (he will report on it next time), and reported that the City closed on the USDA loan/grant today. He mentioned Prein Newhof will provide a schedule of the work soon.

**11. City Manager Comments/Reports**

City Manager Stoddard reported that some sewer work could begin as soon as June, adding that Bingo for Bags was another fabulous night. She thanked all the volunteers involved for their hard work, 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 8:30 p.m.

Shannon Stutz, City Clerk