

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, SEPTEMBER 26, 2022 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

* Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda.

* Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.

* Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.

* Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com

I. Call to Order

Meeting was called to order by Mayor Sean Denison at 7:00 p.m.

II. Recognition

III. Pledge of Allegiance

Denison led in the Pledge of Allegiance.

IV. Roll Call

Present: Mayor Sean Denison, Commissioner Cameron Downey, Commissioner Larry Money, Commissioner Patrick Swem

Absent: Commissioner Mark Weedon

City Staff: City Manager, Heather Grace; Community Development Director, Rich Murphy; City Clerk, Kalla Langston; Director of Public Services, Mike Baker; Sexton, Nick Bailey; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett, Officer Bree Schmidt

V. Approve Agenda

Motion made by Downey, supported by Swem to amend the agenda to add section VII. D. to the Consent Agenda to excuse Commissioner Weedon’s absence on 9/26/22 and 9/12/22. Roll call vote carries unanimously.

Motion made by Swem, supported by Money to approve the agenda, as amended. Roll call vote carries unanimously.

VI. Public Comment - Agenda Items Only (3-minute limit)

Norma Ferris made comments about the upcoming public hearing with concerns about closing Rynearson.

Fran Terry made comments in support of Building 324 getting the façade grant.

Juanita Lewis made comments about the Rynearson and the clarification of the upcoming public hearings.

VII. Consent Agenda *(can be approved all in one motion, for general housekeeping items)*

- A. Minutes**- Consider approving Regular Meeting Minutes from September 12, 2022.
- B. Invoices**- Consider approving September 26th, 2022 expenditures in the amount of **\$ 121,857.93**
- C. Street Closure**- Consider approving a Street Closure for October 14, 2022, from 5:30 PM to 6:30 PM, starting at Terre Coupe to Smith St. for BCS Homecoming Parade.

Motion made by Swem, supported by Downey to approve the Consent Agenda as Amended. Roll call vote carries unanimously.

VIII. Scheduled Matters from the Floor *(if any)*

IX. Reports by: Departments, Committees, Boards

A. Community Development Report- Director Rich Murphy

1) 324 Building Facade Grant Request, Randy and Jess Hendrixson

Murphy is very supportive of this Grant for Building 324. Randy Hendrixson presented to the commission on how iconic this building is. The building has over 30 different businesses in it which has a hundred different employees coming in and out every day. It is a thriving economic engine of the community. Currently they are occupied about 2/3rd, they are looking to expand and put new businesses in there.

Jess Hendrixson commented on how much blood, sweat and tears went into this building. And how she appreciates the opportunity to be considered for this grant.

Swem thanked the Hendrixson's on their commitment to historic preservation of a transformative property in the community.

Denison made comments about how exciting it is to watch them transform the building and thank them for doing what they do for the community.

Money also thanked them, doing an outstanding job so far.

Motion made by Swem, supported by Downey to approve the 324 Building Façade Grant Request, as presented. Roll call vote carries unanimously.

This façade grant will be the full \$10,000.00

2) Hannah Roberts Mural Update

The art critics seem to like it so far. We are getting a lot of positive feed back so far. Media coverage has been great. It really captures Community Pride. Public art is a community development and it's a positive aspect for downtown revitalization. The artist is expected to be finished by Saturday. A ribbon cutting has been talked about after it's completed.

The commission thanked Murphy for driving this project, it was not an easy task getting everyone together on this.

B. Public Service Report- Director Mike Baker

1) Sweeper Update- Conversation RE 2008 Elgin Sweeper. Director Baker will share the status of the sweeper, including needed repairs vs replacement costs. Director Baker and Streets Department Lead Klay Weaver will present a comprehensive Capital Improvement Plan & Asset Management Plan at the October 10, 2022 City Commission meeting, at which time the

Commission will be asked to vote to decide the direction preferred regarding the Sweeper. No vote is requested at this time, until the CAP & AMP are finalized--this is just a preliminary update.

Baker updated the Commission on the failing sweeper. Baker provided quotes to either repair or replace. Baker will present on the Capital Improvement Plan next meeting. No decision needs to be made at this time but wanted to bring it to commissions attention since this would be a high price item.

Baker went through the details of each quote given and his opinion on which would be better. With the MS4 permit the roads must be swept 4 times a year.

(2) Third Street Update- Director Baker will provide an update RE the Third Street project, including Selge's status with the project.

Selge came in last week and dug up the intersection, the first 14 feet there is not a good section of pipe. They made the best repair they could on the pipe with it getting patched today.

Motion made by Money, supported by Denison to open 3rd St. Roll call vote carries unanimously.

C. Public Safety Report-

(1) Director Tim Ganus will update the commission and the public on the upcoming National Faith and Blue Weekend events.

Officer Schmidt updated the Commission about the upcoming events for Faith & Blue. The event is to help build a relationship with the community. Saturday, October 8th and Sunday, October 9th there will be 5 events held on those 2 days. A Blood Drive will be held at Life Action Ministries on October 8th from 10 AM to 2 PM. The blood drive is held through South Bend Medical Foundation and the blood stays local. Pastries with Police will also be held at Life Action Ministries from 11 AM till 2 PM on October 8th. Please check out the flyers for all the events listed for those 2 days.

Denison thanked the Police Department for their above and beyond effort with the community.

(2) Manager Grace will update regarding the status of the School Resource Officer proposal.

Grace has reached out to the surrounding townships about engaging in the dialogue of a possible School Resource Officer. Which they will take to their next board meetings. Grace is anticipating having a better update next month.

D. Clerk Report-

(1) Elections Clerk Kalla Langston will update the commission and the public on the upcoming General Election on November 8, 2022.

November 8th General Election Polls will be open from 7AM to 8 PM that day. If you applied for an Absentee Ballot, you should see your ballot arriving the first week of October. If you are wanting to vote absentee, you have until the Monday before election to do so. Political mail is making an appearance, please call the office if you have any questions related to voting or absentee. A lot of the applications that are coming back, when we already have on file, if you're unsure just give my office a call. Starting the first week of October sample ballots can be located on the city's website under clerk department as well as a copy in the lobby here at city hall, and if you would like a printout of a sample ballot they will be located at the front desk. Videos on voter registration and absentee voting have been put up on the city's Facebook and website, that has some great information in them, I encourage you to watch them. There will be 3 proposals on the ballot for

this election as well as the county with their Public Safety Milage and the Buchanan Community Schools with their Bond Proposal. Buchanan Schools will be holding an informational meeting on the Bond Proposal on September 28th starting at 6 pm at Buchanan Christian Church. Saturday October 8th, City Hall will be hosting Coffee with the Candidates from 9 AM- 11 AM, this is a very informal sit down and chat with the Candidates running for City Commissioner this November 8th, there are 3 seats up with 5 candidates.

(2) Upcoming Public Open House- Clerk Langston will briefly mention the upcoming Public Open House for the "Downtown Project" (redesign & reconstruction of Front Street with possible closure of Rynearson intersection). The public is encouraged to attend. It takes place from 6pm-7pm on Thursday, September 29th at the American Legion post in Buchanan.

(3) Upcoming Public Hearings- Clerk Langston will also briefly mention that there will be two public hearings coming up during our next regular City Commission meeting, on the topic of the Downtown Project with possible closure of the Rynearson intersection, in addition to review of a list of City-owned property whereby the City is seeking public comment regarding whether the properties should be sold, and what type of development would be best suited for each location. The public is encouraged to attend and comment, beginning at 7pm at City Hall on Monday, October 10, 2022.

E. Cemetery Report- Nick Bailey, Sexton

1) Possible Tree Removal- Consider the possible removal of two large, unsafe trees at Oakridge Cemetery.

Bailey presented to the commission a proposal with 3 different quotes to remove 2 large trees. Bailey spoke with the Buchanan Tree Friends, they agreed with 1 tree but would like to revisit the other in a year. The large oak in the old section of the cemetery the stump is half rotted. Bailey provided pictures of the trees and recommended that both be taken down due to liability and risk to the staff, visitors, and headstones.

Commission would like to have the stumps removed and to come back with a list and quotes to have the stumps removed They'd like to work together with the Friends of Oak Ridge Cemetery.

Motion made by Money, supported by Swem to approve the tree removal bid submitted by Hartline Expert Tree Service in an amount not to exceed \$5,000. Roll call vote carries unanimously.

X. Unfinished Business

A. Pedestrian Crossing Ordinance- Consider approving the 2nd reading and adoption of Ordinance 2022.09/434 regarding Pedestrian Right-Of-Way at Identified Crosswalks in the City of Buchanan.

Motion made by Swem, supported by Downey to approve the second reading of the Pedestrian Crossing Ordinance, and enact into law Ordinance #2022.09/434. Roll call vote carries unanimously.

XI. New Business

A. Resolution for Bond Notice of Intent- Consider approving a Resolution for the Bond Notice of Intent regarding water and sewer infrastructure related projects for the City of Buchanan.

Motion made by Downy, supported by Money to approve the Resolution for Bond Notice of Intent, as presented. Roll call vote carries unanimously.

XII. Communications *(informational only, formal board action is not necessary for these items, unless so desired)*

XIII. Public Comment - Non-Agenda Items Only (3-minute limit)

Don Ryman made comments about trees being removed in the city that are on private property, that don't need to be removed.

Juanita Lewis made comments about the Senior Center and volunteering.

Norma Ferris made comments about roads at the cemetery, that they need work.

Monroe Lemay announced on October 8th One Buchanan will hold a disability forum at the Senior Center.

XIV. Executive Comments

A. City Manager Comments

Grace mentioned the many events that are happening in Buchanan speaks volumes to the kind of people we have in our community. Wanted to thank her team, congratulations and job well done to Bailey on his first time presenting to the Commission. The amount of detail that the staff goes into, personally is a great benefit to the community. Anyone in our area that decides to attend a meeting can really learn a lot of the inner workings of our community. We are going to try to continue driving up attendance at meetings and getting this information out for public consumption. Wanted to thank the team for all the detail that goes into putting these meetings together. Thanked the commission for always taking the time to review the information provided and render judgment the best interests of the community.

B. Commissioner Comments

Money Congratulated Randy and Jess Hendrixson. Thanks to Murphy for his work on the mural and the streetscape project. Encouraging everyone to come to the open house on the Streetscape to get as much insight as possible about the upcoming project. Thanks to the Police Department and the programs coming up in October. Thanked the commission for all they do.

Downey had no comment.

Swem thanked Randy and Jess Hendrixson. The mural is looking fantastic as well. Happy to hear 3rd street is reopened. One topic he would like an update on is all the RFP's on when to expect to see them, would like to make sure the mowing RFP to be ready in the spring. Budget for next year would like to see how the allocation and budgeting is compared to surrounding communities. Encourage everyone to come to the meeting on Thursday, it was moved to the Legion because last time we packed City Hall. Were all trying to figure out what's best for the future.

C. Mayor Comments

There is a ton going on in our community, we need to encourage OUR friends and family to pay attention to what's going on. Because we have a lot on our plate, we have the school bond, 2023 reconstruction project, we have the need for resource officers. I would encourage everyone to attend those meetings. Wednesday at 6 pm at Buchanan Christian Church the informational meeting about the school bond. Thursday at 6 pm at the Legion is the reconstruction project meeting, get people to attend these things. Thanked the Richie's and Redbud for brining 100,000 people to town. The gas lines that are laying around Chippewa, Semco is replacing vintage gas lines from 4th St. to Front St. and all the way across 3rd St. The entire job will take a few months. The yellow lines laying on the tree lawn should be gone in a couple of weeks. Trek or Treat needs candy, candy is a lot more expensive this year, if you can please donate.

XV. Adjourn

Motion made by Money, supported by Downey to Adjourn the meeting at 8:19 P.M. Roll call vote carries unanimously.

Kalla Langston, City Clerk

Mayor Sean Denison