

**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION**  
**MONDAY, APRIL 10, 2023 – 7:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**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](mailto:clerk@cityofbuchanan.com)*

**I. Call to Order**

The meeting was called to order by Mayor Sean Denison at 7:00 P.M.

**II. Recognition**

**III. Pledge of Allegiance**

Mayor Denison led in the Pledge of Allegiance.

**IV. Roll Call**

**Present: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Patrick Swem, Commissioner Dan Vigansky, Commissioner Larry Money**

**City Staff: Interim City Manager, Tim Lynch; Community Development Director; Rich Murphy; City Clerk, Kalla Langston; Director of Public Services, Mike Baker; Chief of Police Harvey Burnett; Director of Public Safety, Tim Ganus; City Treasurer, Deborah Perez; MainStreet Manager/Assistant Director of Community Development**

**V. Approve Agenda**

*Motion made by Swem, supported by Weedon to approve the agenda as presented. Roll call vote carries unanimously.*

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

None

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

**A. Minutes**

- 1) Consider approving the regular meeting minutes from March 27, 2023.
- 2) Consider approving the closed session minutes from March 27, 2023.

**B. Expenditures**

- 1) Consider approving the general expenditures for April 10, 2023, in the amount of \$52,694.62

2) Consider approving the tax disbursements/refunds for April 10, 2023, in the amount of \$13,021.54

*Motion made by Vigansky, supported by Swem to approve the consent agenda, as presented. Roll call vote carries unanimously.*

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

**IX. Reports by: Departments, Committees, Boards**

**A. Community Development Director Report- Richard Murphy**

1) Consider approving the proposal from Prein & Newhof for survey and legal description work for the Ross-Sanders project in the amount of \$6,500.00.

Murphy is asking for the proposal to be approved for the survey work to be done for Sale of Ross-Sanders House, to split the Fire Department and the Ross Sanders House. Chief Adams has been consulted on the project. This part of the proposal is necessary to go out for RFP.

*Motion made by Swem, supported by Vigansky to approve the proposal from Prein & Newhof in the amount of \$6,500.00 for the Ross Sanders project. Roll call vote carries unanimously.*

2) Update on demolition bid for 111 Railroad/Baroda Tire Too project.

Shea Muller from Point Blue presented an update on the 111 Railroad/Baroda Tire Too project.

Plans and specifications are complete, those documents should be ready to go for advertising on April 14<sup>th</sup> the bid deadline will be on May 10<sup>th</sup>, notice of award being May 15<sup>th</sup>. The PTE permit from Amtrak is going to be required, the plan is the winning bid will have to be able to submit to Amtrak. It should be a 3-month process from Amtrak to get final approval of the PTE permit.

**B. Mainstreet Manager/ Assistant Community Development Director-Ashley Regal**

1) Consider approving \$5,000.00 in start-up funds to Live Buchanan/MainStreet Program.

Regal is asking the commission for \$5,000.00 in start-up funds for the business incubator, membership dues, print materials to start with the organization startup expenses. Regal is going after grant funding for the build out of the business incubator.

*Motion made by Denison, supported by Weedon to approve the \$5,000.00 in start-up funds for Live Buchanan/MainStreet program to be taken out of the DDA fund.*

*Yea: Denison, Weedon, Money, Swem*

*Nay: Vigansky*

*Motion carries 4-1.*

**C. Finance Department Report- Treasurer Deborah Perez**

1) Expenditure and Revenue Report.

Perez updated the commission. They continued to work toward the chart of account updates and making sure invoices are categorized correctly. Lynch, Baham, and Perez are continuing to work through the current budget as well as preparing for the new fiscal year budget. Perez is hopeful to have amendments in front of the Finance Department Committee on Wednesday.

**X. Unfinished Business**

**XI. New Business**

- A. Consider approving Resolution 2023.04/12-** a resolution appointing Tim Ganus, Director of Public Safety as the Emergency Management Coordinator (EMC)

*Motion made by Swem, supported by Money to approve 2023.04/12 to appoint Tim Ganus as the Emergency Management Liaison. Roll call vote carries unanimously.*

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

- A. Public Notice-** Public Accuracy Test of Voting Equipment to be held on April 14th, 2023, at 11:00 AM at City Hall.

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

*Don Ryman- Comments about the school bond proposal.*

*Brian Murphy- Comments about the commission and applauding them for debate and wanting to strengthen the city. Comments about the school bond proposal.*

*Randy Hendrickson- Comments and thanks to the city commission and Murphy for the help to get the Clark Equipment Campus was listed on the national register of historic places.*

*Harvey Burnett- Comments about the presentation being held this Thursday about dealing with loss. Encouraging people to attend.*

**XIV. Executive Comments**

**A. City Manager Comments**

*Lynch- Thanked everyone for coming and thanked his coworkers and colleagues on the Commission.*

**B. Commissioner Comments**

*Money- Wished Mike Baker a Happy Birthday. Congratulations to Randy on building 324. As well as thanked the staff for all their hard work and Lynch has been a great asset to the city. Thanked the entire Commission for their time and effort.*

*Vigansky- Comments about the hope that Lynch stays with the city. Likes to ask questions about every issue. Comments about all the different committees.*

*Swem- Happy Birthday to Baker and congratulations to Randy. A huge thank you to the Lions club for the Easter Egg Hunt. Gave a vote of confidence to the Mainstreet Program, they are a great group and trust that they will give the city ten-fold of what was given to them today. The commission is reviewing the top candidates for the city manager position next week. The commission will then be holding public interviews after they review resumes. Weedon and Swem have been walking the city, so please stop and say hi if you see them outside. Buchanan Chili Walk is on Thursday.*

*Weedon- Comments about the school bond, everyone has their own opinions, and we need to respect that. Weedon addressed the old cinder track when he was in high school, when the school invested to update that track it was something he will never forget as a student athlete. Mainstreet program is progressing forward and appreciates that board. As well as thankful for Lynch and his time in the city.*

**C. Mayor Comments**

*Tree friends are looking for volunteers on April 22<sup>nd</sup> for their tree planting on the Northside. They can sign up on the Tree Friends Facebook page. They will meet at 9 AM at Victory Park.*

*Thanks to the staff for their hard work. Thanked Lynch and would not be disappointed if you stayed in Buchanan.*

**XV. Adjourn**

*Motion made by Weedon, supported by Money to adjourn the meeting at 8:04 PM. Roll call vote carries unanimously.*

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Kalla Langston, City Clerk

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Mayor Sean Denison