

**CITY OF BUCHANAN  
COUNTY OF BERRIEN, STATE OF MICHIGAN  
RESOLUTION NO. 2021.09235**

A RESOLUTION TO ESTABLISH AN EMERGENCY MANAGEMENT COORDINATOR FOR THE CITY OF BUCHANAN

Minutes of a special meeting of the City Commission of the City of Buchanan, Berrien County, Michigan held in Buchanan City Hall, 302 N. Redbud Trail, in said City, on Monday, September 13, 2021 at 7:00 p.m.

PRESENT: Commissioners [REDACTED]  
ABSENT: Commissioners [REDACTED]

The following preamble and resolution were offered by Commissioner [REDACTED] and supported by Commissioner [REDACTED].

WHEREAS, the Michigan Emergency Management Act (Public Act 390 of 1976, hereafter "Act") requires "[t]he county board of commissioners of each county shall appoint an emergency management coordinator";

WHEREAS, the Act continues to explain "[a] county [emergency management] coordinator may be appointed a municipal coordinator for any municipality within the county;

WHEREAS, the Act promulgates duties to the county emergency management coordinator to include the duty to "[A]ct for, and at the direction of, the chairperson of the county board of commissioners in the coordination of all matters pertaining to emergency management in the county, including mitigation, preparedness, response, and recovery".

WHEREAS, the Act also explains the "[c]ounty emergency management coordinator is responsible to Direct and coordinate local multi-agency response to emergencies within the county or municipality".

WHEREAS, the County has prepared an emergency operations plan that describes policies for the coordinator to implement including the establishment of identified liaisons from each municipal subunit of the county to serve as the point of contact for all matters of coordinating the response to an emergency or disaster between the county and the municipality and this municipal liaison must be appointed and confirmed by the municipality's board of elected officials.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Buchanan City Commission:

Appoints **Tim Ganus, Director of Public Safety and Chief of Police**, to serve as the primary emergency management liaison for this municipality and is delegated the responsibility to assign other municipal officials to emergency positions necessary to carry out the functions required by the county emergency management coordinator and the county emergency operations plan.

FURTHERMORE, The primary emergency management liaison for this municipality is responsible for the following duties:

- Report all activity and information related to this assignment directly to this board;
- Serve as an emergency management advisor to the County;
- Organize all municipal departments for use during an emergency;
- Maintain a list of municipal resources that may be used during an emergency;
- Maintain a current emergency contact list for the municipality and validate the list quarterly;
- Report any information during an emergency situation about the conditions or impacts resulting from the hazard, municipal resources employed or available for emergency response to the county Emergency Management Coordinator;
- When the municipality has or will reasonably will exhaust its emergency response resources during an emergency, make and communicate any requests for County assistance on the municipality's behalf to the County Emergency Management Coordinator without unreasonable delay.

AYES: Commissioners [redacted]  
 NAYS: Commissioners [redacted]  
 ABSENT Commissioners [redacted]

RESOLUTION DECLARED ADOPTED.

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 Sean Denison, Mayor

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 Barbara A Pitcher, City Clerk

**CERTIFICATION**

The foregoing resolution was certified at a regular meeting of the City Commission of the City of Buchanan, Michigan, held on Monday, September 13, 2021 at 7:00 p.m.

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 Barbara A Pitcher, City Clerk