

REGULAR MEETING OF THE BUCHANAN CITY COMMISSION
MONDAY, AUGUST 14, 2023 – 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 at 7:00pm by Denison.

II. Recognition

A. *The City of Buchanan and the City Commission proudly recognize Bobby Blaylock for receiving the American Legion Department of Michigan 2023 Firefighter of the Year. As well as his 31 years of service in the Buchanan Fire Department.*

Denison read a recognition of Blaylock. Money, who wrote his recommendation, also recognized Blaylock and noted his contribution to Buchanan. Money presented Blaylock a plaque and certification of 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 Dan Vigansky, Commissioner Larry Money, Commissioner Patrick Swem

Absent: None

City Staff: City Manager, Benjamin Eldridge; City Clerk, Kalla Langston; Director of Public Safety, Tim Ganus; Fire Chief Mike Adams; Bookkeeper Courtney Baham, Community Development Director, and Zoning Administrator Richard Murphy; Assistant Community Development Director Ashley Regal

V. Approve Agenda

Motion made by Vigansky, seconded by Swem to approve Agenda as presented. Roll call vote varies unanimously.

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

Jeanne Harris – Asked Commission to accept a bid for the Victory Park Pavilion.

Frieda Hughes – Also spoke in favor of the City Commission accepting a bid for the Pavilion in keeping with a Vision for Buchanan.

Mo Kyles-Provided some history on Victory Park and emphasized that it needs improvements to even be a park.

Richard Martin – Spoke in support of accepting the Victory Park bid.

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

A. Minutes-Consider approving the regular meeting minutes from July 24, 2023.

B. Banking Authorization

1) Consider Removing Stephanie Powers, Tracy McGrath, Heather Grace, and Tim Lynch from all banking institutions (Honor Credit Union, United Federal Credit Union, 1st Source Bank, Sturgis Bank, Horizon Bank).

2) Consider adding Benjamin Eledridge and Deborah Perez as authorized signers to all banking institutions (Honor Credit Union, United Federal Credit Union, 1st Source Bank, Sturgis Bank, Horizon Bank).

C. Expenditures: Consider approving the General Expenditures for August 14, 2023, in the amount of \$182,796.

Consider approving the Tax Disbursement for August 14, 2023, in the amount of \$420,604.28

D. Budget Amendments-Consider approving Budget Amendments recommended by the Finance Director/ City Treasurer and City Manager.

Motion made by Weedon, supported by Money to approve Consent Agenda as presented. Roll call vote carries unanimously.

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

A. Buchanan District Library- Meg Paulette Perez

1) Consider approving resolution number 2023.08/20. A resolution for local support on behalf of the Buchanan District Library Community Spaces Expansion Project grant application through the MI Community Centers Grant.

Perez read the letter she'd sent to the City Commission requesting support for the library's application.

Motion made by Swem, supported by Money to approve Resolution #2023.08/20, for local support on behalf of the Buchanan District Library Community Spaces Expansion Project grant application through the MI Community Centers Grant. Roll call vote carries unanimously.

IX. Reports by: Departments, Committees, Boards

A. Community Development Department Report - Director Rich Murphy

1) Consider the awarding of the Victory Park Pavillion bid

Murphy recommended the Commission accept the lowest bid for \$136,725. The Victory Park Pavillion Project is two years in the making and represents a collaboration between the City, the Northside Neighborhood, and a Vision for Buchanan.

Motion made by Money, supported by Weedon, to award the bid for the Victory Park Pavillion Project to Astrong Construction in the amount of \$136,725.00.

Vigansky wanted to hear about the other bids and asked Murphy what grants he'd received for the project. Murphy has submitted a grant application for playground equipment. The City is in talks with a foundation to fund the pavilion amenities that were excluded from the low bid.

Denison spoke on how the Pavilion would be funded. For the past 2 years, the City has set aside 50% of the excise tax on the sale of Marijuana for quality of life improvements in the City. Weedon added that the City demonstrating a financial commitment to the project could strengthen future grant applications.

Roll call vote carries unanimously.

2) Update on bids received for 123 Days Ave RFP

The RFP Review Committee will meet to discuss the bids received for 123 Days Ave.

3) Update on the Ross-Sanders House proposal.

The Ross-Sanders building received one bid, from the Michigan Gateway Community Foundation. The Review Committee reviewed the bid, and the MGCF board will discuss the bid. The new parcel is being drawn and the Preservation Society is working on drafting the historic easement.

B. *Thrill on the Hill 2023, Financials and Recap Report- Assistant Community Development Director, Ashley Regal & City Bookkeeper, Courtney Baham.*

Thrill was bigger than ever this year, with more vendors and tickets sold than in past years.

Baham reported on the finances of Thrill on the Hill. Total sponsorships were over \$18,000. Total money taken in was \$56,468.89 with event expenditures being \$37,062.42. After accounting for overtime and comp time, total revenue was \$206.64. This year, the event was able to pay for itself.

Regal is asking the Commission to approve Thrill on the Hill 2024 or postpone the approval. There will be several additional costs associated with the slide that will need to be made in order to continue. Volunteer and staff fatigue is also an issue.

Motion made Swem, supported by Money to approve 2024 Thrill on the Hill, contingent on financial review.

Vigansky would like a timeline put in place for approval. The City Manager will decide the timeline.

Roll call vote carries unanimously.

C. *MainStreet Report- Mainstreet Manager, Ashley Regal*

1) Consider funding \$5,000.00 to match the \$10,000.00 raised to fund the Buchanan Billboard to be located at the intersection of US12 and Redbud Trail.

Regal presented the proposed Welcome to Buchanan billboard that would go at the intersection of US 12 and Redbud Trail. The sign was designed by the design team of the Main Street Committee and is historically inspired. They have successfully raised \$5,000 in donations and are asking for the City to match another \$5,000.

Kathy Virgil of Buchanan's Main Street board spoke to the overwhelming support she's received regarding the sign from local businesses she's approached for fundraising. The sign is representative of Buchanan coming together and doing something as a community.

Motion made by Swem, supported by Weedon to approve funding of \$5,000 for the Buchanan Billboard.

Yay: Weedon, Vigansky, Money, Swem

Nay: None

Abstain: Denison

Roll call vote carries.

D. Fire Department Report- Fire Chief Mike Adams

1) Consider Approving Firehouse Roof Replacement.

Fire Chief Adams reported on the quotes they've received to replace the Firehouse roof. Adams recommends approve Sherriff-Goslin's bid as they are the lowest and also provide estimates for repairs.

Motion made by Money, supported by Swem to approve the quote from Sherriff-Goslin Company, Job #0103372023 with a 20-year warranty in the amount of \$61,270. Roll call vote carries unanimously.

E. Election Update for August 8, 2023, Special Election- City Clerk, Kalla Langston

1) Election Results and Turn-Out.

Election turn out was 11.58% of registered voters. County wide turnout was around 14%.

2) Legislation Update.

Langston will continue to work with local clerks to work through new legislation from the State, including locations for early voting.

X. Unfinished Business

A. Kathryn Park Playground Equipment- *City Manager, Ben Eldridge is recommending the Kathryn Park Playground Equipment that was approved for purchase by the Commission in FY 22-23 to be purchased in FY24-25.*

Eldridge is asking the Commission to postpone the purchase of the Kathryn Park playground equipment until the 2024/2025 Fiscal year due to the additional cost of the Victory Park Pavilion.

Motion made by Weedon, supported by Money to postpone Kathryn Playground Equipment. Roll call vote carries unanimously.

XI. New Business

A. Metro Act Right of Way Permit Extension- Consider approving the City Manager, Benjamin Eldridge in extending the existing METRO Act Permit to Bell Telephone Company (At&T). The extension term ends on December 31, 2028.

Motion made by Weedon, supported by Denison for City Manager Ben Eldridge to sign the existing Metro Act permit. Roll call vote carries unanimously.

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

A. MML Meeting Notice- *Annual Meeting will be held on October 18, 2023 in Traverse City*

B. Notice of Hearing - *Indiana Michigan Power Company on August 16, 2023.*

C. Notice of Hearing- *SEMCO Energy Gas Company on August 24, 2023*

D. Public Hearing on August 28, 2023 -*Notice of Public Hearing and Public Comment on Establishing an Obsolete Property Rehabilitation (OPRA) District will be held on August 28, 2023.*

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

Jeanne Harris – No action had been taken for the Northside before Heather and Rich. The Northside Neighborhood has organized to make things happen for their community.

Andrea Van Der Laan – The garden club would like to be updated on streetscape plans as they pertain to the planters, baskets, and other plants downtown. They are planning their planting schedule for next year.

Teri Sulak – The scarecrow invasion is coming. They will begin putting them up August 27. There are 250 scarecrows this year.

Brian Murphy – The Tree Friends planted trees in the Northside neighborhood this spring, and they're all thriving. The Tree Friends handed out free water at Chippewapalooza. They'd like to meet with the City to get up to date on their finances.

Randy Hendrixson – Miss Michigan will run for Miss America, and he'd like the community to come together in support of her.

Tony Houser – Fork in the Road opened up the past weekend, and he'd like to thank Rich for his help in making it happen.

XIV. Executive Comments

A. City Manager Comments

Eldridge welcomed Assistant Election Clerk Isabella. He will be in contact with the Tree Friends as well. Extra shirts from Thrill on the Hill will be donated to RAM Love. He also congratulated Wastewater operator Andy Warner on passing his wastewater license with the state with the highest score in the State of Michigan.

B. Commissioner Comments

Weedon – Thanked Ben for his work so far and congratulated Warner. Thanked City Staff and those who showed up. Thanked Rich for his work.

Swem – Congratulated Blaylock on his award and Warner on his license. Next Monday is the Chamber golf outing fundraiser, encouraged people to sign up. Looking forward to trying out Fork in the Road. Thanked the Northside neighbors for their work and congratulated them on getting the pavilion.

Vigansky – None.

Money – Congratulated Blaylock for 31 years of service. Thanked the Northside Neighborhood for everything and he's glad the City is honoring their commitment today. Thanked everyone involved in making Thrill on the Hill happen. Thanked the Commission.

C. Mayor Comments

Progress is being made in Buchanan. Rich is doing a fantastic job. He's very proud of where the city is going and the work they're doing.

XV. Adjourn

Motion made by Weedon, supported by Vigansky to adjourn the meeting. Roll call vote carries unanimously. Meeting adjourned at 8:40pm.

Kalla Langston, City Clerk

Mayor Sean Denison