



REGULAR MEETING OF THE BUCHANAN CITY COMMISSION

MONDAY, FEBRUARY 28, 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 called to order by Mayor Denison at 7:00 pm

II. Recognition

None

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 Cameron Downey, Commissioner Larry Money, Commissioner Patrick Swem.

Absent: None

City Staff: City Manager, Heather Grace; City Treasurer, Stephanie Powers; City Clerk, Kalla Langston; Community Development Director, Richard Murphy; Chamber Executive Director/Main Street Manager, Ashley Regal; Bookkeeper, Courtney Baham; Public Services Director, Mike Baker; Sargent John Leonard

V. Approve Agenda

Motion made by Weedon, Seconded by Money to approve the agenda as presented. Roll call vote carried 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. Consider Approving Regular Meeting Minutes for February 14th, 2022.

B. Consider Approving Expenditures for February 28th, 2022, in the amount of \$300,459.18

C. Consider Accepting Staff Activity Reports.

Motion made by Downey, Seconded by Weedon to approve the Consent Agenda as presented, including paying the February 28, 2022, bills in the amount of \$300,459.18. Roll call vote carried unanimously.

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

A. Audit Presentation by Kruggel-Lawton.

Alex Shaffer from Kruggel-Lawton gave a brief report to the Commission about highlights of the audit See attachment A from the Audit Report.

Motion made by Swem, Seconded by Money to accept the 2021 Audit as presented. Roll call vote carried unanimously.

IX. Reports by: Departments, Committees, Boards

A. Community Development Report- Richard Murphy.

Murphy introduced Brian Dougherty, one owner of Buchanan Craft LLC. Daugherty presented a short proposal for a fast-casual dining concept and small music venue in the heart of Downtown Buchanan, focused on serving organic and locally sourced meals for the whole community, paired with craft cider, non-alcoholic beverages, and wine. Would also employ 15 to 25 employees. Dougherty has really taken notice of some of the city initiatives that have gone on. They were really persuaded by the citizen survey, where over half of the respondents desired more restaurants in the downtown area. There are several different incentive programs the city offers, and that attracted them to this project. They are looking for consideration for an Off-Premises Tasting Room Local Unit of Government Approval for Buchanan Craft LLC, as well as approval for the Buchanan Craft LLC Local Unit of government Approval for opting into the City of Buchanan Social District

Motion made by Money, Seconded by Weedon to approve the Off-Premises Tasting Room Local Unit of Government Approval for Buchanan Craft LLC, as presented. Roll call vote carried unanimously.

Motion made by Swem, Seconded by Downey to approve the Buchanan Craft LLC Local Unit of government Approval for opting in to the City of Buchanan Social District, as presented. Roll call vote carried unanimously.

Grace applauded the Commission for developing the incentive programs.

Murphy is thrilled at this development. Thanked the property owner and the business owners for taking this leap of faith.

Murphy introduced Rhett Johnson.

Rhett Johnson gave a brief update to the commission on the progress of his business.

Asking for consideration for application submitted by Sardor Vakhidov, Blackbirds LLC, and Elkhorn LLC to operate an Adult Use Marihuana Process Facility at 402-404 S. Oak St. approved by the Planning Commission on February 8, 2022.

Motion made by Downey, Seconded by Weedon to approve the Adult Use Marihuana Process Facility application for 402-404 S Oak St as presented. Roll call vote carried unanimously.

B. Treasurer's Report- Stephanie Powers will provide the Commission with a brief update.

Powers touched on general fund spending for the approved amount. She updated the commission on that she and Bookkeeper Courtney Baham have started and sent what they have on tax review.

Baham is still updating the millage rates for the Commission, mainly the historical information. Swem wanted to make sure that it was available to the public. It will be up on our website, and printouts will be in the lobby of city hall. Weedon asked for a timeline with the consultant firm hired to help with the audit and when it was going to be done. Grace is thinking a few more weeks but will update the Commission after her meeting with them tomorrow.

X. Unfinished Business

None.

XI. New Business

A. Introduction and first reading of Ordinance 2022.02/428- Ordinance for Land Development Policy.

Motion made by Swem, Seconded by Money to approve the first reading of Ordinance #2022.02/428, for the regulation of a land development policy for City-owned properties. Roll call vote carried unanimously.

B. Introduction and first reading of Ordinance 2022.02/429- Food Truck Ordinance.

Motion made by Weedon, Seconded by Downey to approve the first reading of Ordinance #2022.02/429, for the regulation of food trucks and food vendors as presented. Roll call vote carried unanimously.

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

A. Berrien County Trail Master Plan Information

Grace briefed the Commission on the Berrien County Trail Master Plan. The County wants to engage with the city about the trail expansion from a monetary stand point. Grace would like to be an advocate for the city to communicate with the Berrien County Planning Commission.

B. Review of Initial Draft of 2021 IPMC. First Reading of Ordinance to be on Next Agenda.

Grace wanted to give as much time as possible for the community to read and give input on the proposed ordinance.

Motion made by Weedon, Seconded by Swem to add the 2021 International Property Maintenance Code to be added to the agenda of our next City Commission meeting, for considered first reading as an Ordinance. Roll call vote carried unanimously.

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

Norma Ferris: Asked about Channel 17. Grace said she would be happy to talk to her after the meeting about that.

XIV. Executive Comments

A. City Manager Comments

Grace wanted to address Channel 17 issues since it was mentioned. Grace is working with Comcast. Everything is broadcast in HD now, but the equipment we have is not programmed to do so. We have been trying unsuccessfully for just over a year now to get them to do it. We have made progress recently, and hopefully that channel will be fixed soon.

We had some watermain breakages recently and she wanted to thank the public works crew, the water department and everyone who assisted. She also wanted to thank our residents for their

patience, and she does apologize for any inconvenience. The commission is being proactive with these infrastructure projects. She hopes everyone has a great night.

B. Commissioner Comments

Money: Expressed that it was a pleasure to see Mr. Dougherty and great to see the big contribution he's doing for the city by redeveloping that corner. It's been run down for a great number of years, and he knows they're going to do a great job and wishes them the best. He thanked everyone for being here, as well as the Commission and the City Staff for everything they do. This Commission has pushed ahead, and he thinks they are doing a great job.

Downey: Downey missed the last meeting and went to the website to see if anything was available. He noticed some minutes and videos missing from before Langston's arrival. Langston was able to address his concerns. With the switch of the website, unfortunately we did not get everything transferred over. City staff is working on uploading them one by one. Downey sent out his condolences for Mr. Weaver, he will be missed.

Swem: Thanked River St. Joe, Flat-Water Farms and everyone involved – he's really looking forward to the vibrance they will bring downtown. Excited that they are taking advantage of the investment opportunities that the city offers. He wants the public to know the importance of the IPMC and is looking forward to a dialogue from the residents.

Weedon: Thanked the Commission. No matter how difficult the decisions we have made, no matter how many things were thrown at us, we kept our heads down and kept thinking of the City. That's our number one responsibility. He thanked Brian for seeing the vision, this is going to be well done and beautiful. Sent thanks to Blackbirds LLC and the 25 jobs they'll bring in; that brings in more people to grow our City. This commission has not had it the easiest. There were people stuck in their ways and we had entirely different staff, so it's a welcome change. It's great to see these opportunities being afforded to us because of the difficult decisions the Commission made. Thanks to Murphy, it's a welcome change to see someone who wants to build the city as much as us.

C. Mayor Comments

Thanked everyone for coming. Thanked the City staff and especially Courtney for putting the tax review together. Thanked Brian and River St. Joe for stepping into the City. It's going to be such a statement to see that building open again. He also thanked to Elain and Rhett as well.

Nominating Petitions are available at the City Clerks office deadline is April 19th. There are 3 seats going to be open for City Commissioner. Langston is also looking for election workers, it's a great way to get involved in the community.

Denison wanted to make a statement about the events in Europe, and for everyone to remember how good we have it.

XV. Adjourn

Motion made by Weedon, Seconded by Money to Adjourn the meeting at 7:49 PM

Kalla Langston, City Clerk

Mayor Sean Denison

Pending Approval