

AGENDA

THE COMMISSION OF THE CITY OF BUCHANAN in compliance with Michigan’s Open Meetings Act, as amended, B2103192 of 2021, hereby gives notice of a regular meeting of the Buchanan City Commission to be held electronically in order to protect the health and safety of our community due to the novel coronavirus (COVID-19).

Join Meeting via Computer: <https://zoom.us/j/2435931819>

Join Meeting via Mobile Phone: +16465588656,,2435931819#

Join Meeting via Land Line Telephone: +1 646 558 8656

Meeting ID: 243 593 1819

Toggle #6 to mute/unmute. #9 to raise your hand.

** All members of the public will be muted by the moderator, except for during the public comment portions of the agenda. To minimize background noise and/or feedback, we ask that participants manually mute their phone or computer microphone during this portion of the agenda if not speaking. Anyone who speaks during the meeting must provide their full name to the Clerk for recording in the official minutes.*

** 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 bpitcher@cityofbuchanan.com.*

I. Call to Order

II. Recognition

III. Pledge of Allegiance

IV. Roll Call

V. Agenda

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

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

- A. Approve Minutes of April 26, 2021 Regular Meeting; April 29, 2021 Special Meeting.
- B. Approve expenditures for May 5, 2021 in the amount of is \$94,139.63. Expenditures of note include:
 - \$15,911.00 to ETNA for the annual SENSUS hosting fees
 - \$12,991.15 to Ford Motor Credit for the PD’s 2020 Ford Interceptor
 - \$4, 499.00 for the annual membership renewal for the Michigan Municipal League
- C. Authorize City Manager, Heather Grace and Treasurer, Stephanie Powers to make changes and appropriate transfers to the United Federal Credit Union HSA Accounts.
- D. Adopt RES 2021.05/226 to Designate City Manager Grace as the signatory for the MDOT Project Authorization for the City of Buchanan FY 2021 Section 5311 Operating Formula Grants for Rural Areas Program (Dial-A-Ride funding).

- E. Consider the approval of banner placements for:
 - Buchanan High School Athletics - Estimated May 19-24
 - American Legion Military Appreciation - May 24-July 9

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

- A. Tamiko Brown with the Avery Brown Classic would like to address the Commission. She has submitted a street closure form for Arctic and Victory Streets on Saturday, July 3 from 8:00 a.m. to 11:00 p.m. Approvals have been received from appropriate City staff.

IX. Reports by: Departments, Committees, Boards

- A. Jerry Flenar will present a trail expansion/fundraising update. The Commission is also asked to consider adoption of Resolution 2021.05/225 - Support for TAP Grant Application, which supports the submission of an application for the FY 2023 Michigan Department of Transportation, Transportation Alternative Program (TAP) for the Schirmer Parkway Non-motorized Trail Project.
- B. Repairs on the current hotbox originally were \$3,000. The machine was inspected and in need of \$9,450 in repairs. The machine has been in service for the City for at least 18 years. Quotes for a replacement are as follows:
 - Spaulding MFG 2021 2-Ton, air jacked non dump trailer: \$27,275.00
 - M&M Distribution 2021 Big A 4-Ton Hotbox reclaimer trailer, hydraulic dump: \$28,200.00
 - Falcon 2021 4-Ton recycler and hotbox, hydraulic dump: \$27,512.77

X. Unfinished Business

- A. High Profile has submitted renewal applications and fees for the following permits:
 1. Medical Marijuana, 804 E. Front St., Provisioning Center, \$5000, PC1, 04.12.2020
 2. Adult Use, 804 E. Front St., Retailer Establishment, ALUMRE1, \$5000, 04.12.2020

Murphy reviewed each application and the accompanying documentation including any updates to the applicant's original application and all documentation is in proper order. The required background checks have now all been performed by Buchanan Police Department. All permit fees have been collected. The Buchanan City Department Heads have reviewed the applications and find them to be in proper order and have signed off with their approval. Therefore, approval of the above permit renewals is recommended.

XI. New Business

- A. City Manager Grace would like to schedule a budget work session with the Commission. Suggested dates and times are: the morning or evening of Thursday, May 20th, or the afternoon or evening of Friday, May 21.

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

- A. All the suggested changes that were discussed by the Plan Commission at their April 13 meeting have been finalized in the attached final draft of the Master Plan. Additionally, we have updated the Master Plan to include a reference to the Complete Streets policy that was recently adopted by the City Commission in Resolution NO. 2021.04/223, A Resolution to Develop Complete Streets as Part of the City of Buchanan's Master Plan, passed unanimously by the Buchanan City Commission on April 12, 2021.

The Plan Commission will now consider at their May 11th meeting the approval of the Master Plan to be sent on to the City Commission for their approval which will begin the public adoption

process. To start the adoption process, the Plan Commission should pass a motion to send the draft plan to the City Commission for distribution, review and comment.

Please see the update timeline for the adoption of the Master Plan:

1. May 11 – PC meeting – Submit draft plan to city council for distribution and review by motion
2. May 24 - City Commission meeting – approve by motion distribution of the plan and post on website (planning commission secretary distributes plan on May 25 – giving 63 days for review (July 27)).
3. Aug 10 - Planning Commission votes to hold a comment period and hearing at next meeting (Sept 14)
4. Sept 14 – Hold public hearing (notice published week of Aug 23), PC adopts plan by resolution
5. Sept 27 - City Council adopts plan by resolution

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

XIV. Executive Comments

- A. City Manager Comments -
- B. Commissioner Comments -
- C. Mayor Comments -

XV. Adjourn