



# REGULAR MEETING OF THE BUCHANAN CITY COMMISSION

MONDAY, FEBRUARY 13, 2023 – 7:00 PM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

## AGENDA

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**

**II. Recognition**

**III. Pledge of Allegiance**

**IV. Roll Call**

**V. Approve 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. (1) Minutes-**

(A) Consider approving the Special Meeting Minutes from February 6th, 2023.

(B) Consider approving the Regular Meeting Minutes from January 23, 2023.

(C) Consider approving the Closed Session Minutes from January 23, 2023.

(D) Consider approving the Workshop Minutes from January 19, 2023.

(E) Consider approving the Closed Session Minutes from January 9, 2023.

**B. (2) Buchanan Tree Friends Appointment:**

(A) Consider appointing Lane Martin to the Buchanan Tree Friends (recommended by BTF on 2/2/2023).

(B) Consider appointing Brian Murphy to the Joint Water Sewer Board (recommended by JWSB on 2/6/2023)

**C. (3) Expenditures**

(A) Consider approving expenditures for February 13, 2023, in the amount of \$158,586.89

(B) Disbursement & Refunds in the amount of \$77,721.13

**D. (4) NATS**

*Consider appointing Community Development Director, Rich Murphy to the Niles-Buchanan-Cass Area Transportation Study (NATS)*

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

- A. **Corridor Improvement Authority** -Discussion of establishing a Corridor Improvement Authority.

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

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

*(1) Ross-Sanders House Project update*

*(2) City-owned Residential Properties update*

*(3)111 Railroad/Baroda Tire Demolition update*

*(4) Honor Credit Union Project update*

*(5) Victory Park Pavillion update*

*(6) Front St. authorization for easements for the downtown reconstruction project*

- B. **Clerk Report**- Consider approving an updated version of Rules & Regulations Governing Oak Ridge Cemetery.

- C. **City Treasurer Report- City Treasurer Debrah Perez.**

*(1) Purchase Policy-Consider Purchasing Policy for General Supplies.*

*(2) Investment Policy- Consider improving or updating the current investment policy.*

**X. Unfinished Business**

- A. **Alternate Appointments (postponed at the January 23rd Regular Meeting)**

*(1) City Commission Alternates for Various City Boards/Commissions- Consider appointing select City Commissioners to serve as "alternates" on various City Boards/Commissions.*

**XI. New Business**

- A. **Consider accepting the City Manager, Heather Grace, severance agreement.**

- B. **Consider Resolution 2023.02/05-** A resolution allowing City Treasurer, Deborah Perez, and Mayor Sean Dension to be named the signers for the Honor Accounts.

- C. **Consider Resolution 2023.02/04** - Resolution to negotiate the summer school tax collection fee.

- D. **Closed Session**

*(1) Enter Closed Session- Consider entering Closed Session to consider an attorney-client privileged opinion memo, pursuant to MCL 15.268 Sec. 8 (1) (h) regarding a real estate matter.*

*(2) Re-Enter Open Session- Consider re-entering Open Session.*

*(3) Action- Consider authorizing action based on conversations held in the Closed Session.*

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

- A. **Strategic Leadership Council- Housing Diagnostic Tool**

- B. **Notice of Hearing for Gas Customers of SEMCO ENERGY GAS COMPANY**

C. ***MDOT 2023 Project US-31 Northbound***

**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**